

URBAN/MUNICIPAL

CA4 ON HBL A05

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1998

AGENDAS

FINANCE & ADMINISTRATION
COMMITTEE

MAY 5, 1998...

URBAN/MUNICIPAL

CAY ON HBL AOS
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1998



Urban/Municipal Librarian
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NOTICE OF MEETING

URBAN MUNICIPAL

FINANCE AND ADMINISTRATION COMMITTEE

MAY 4 1998

Tuesday, 1998 May 5th
1:30 o'clock p.m.
Room 233, City Hall

GOVERNMENT DOCUMENTS

Susan K. Reeder, Secretary
Finance and Administration Committee

A G E N D A

1. CONSENT AGENDA
2. MAYOR ROBERT M. MORROW

Dinner Reception to Commemorate the 50th Anniversary of People who emigrated from Malta and settled in the Hamilton area

3. CORRESPONDENCE

Key North Productions Inc. - Radio Spots - Safe Driving

4. BUILDING COMMISSIONER

- (a) Salvage and Second Hand Goods Businesses
- (b) Cartage Businesses
- (c) Implementation Plan - Model Tobacco Control By-law

5. TREASURER

- (a) Write Off of Outstanding Business and Realty Taxes
- (b) Financing - Social and Economic Impact Study for Charity Gaming Clubs

- (c) Financing - Purchase of one (1) 5 Gang Sports Field Mower, one (1) 4 Wheel Turf Truckster and the replacement of one (1) 5 Gang Sports Field Mower Unit 1009, Fleet Services (copy to follow)

6. **CITY CLERK**

- (a) Ontario Hydro's Appointee - Hamilton Hydro-Electric Commission
- (b) City Council and Standing Committee Summer Meeting Schedule

7. **DIRECTOR OF CULTURE AND RECREATION**

- (a) Replacement of Boilers - City Hall - Award of Contract
- (b) Recommendation to Close Various Capital Accounts

8. **COMMISSIONER OF HUMAN RESOURCES**

Vacation Carry-Over, Non-Union Employees

9. **IN CAMERA AGENDA**

10. **OTHER BUSINESS**

11. **ADJOURNMENT**

CITY OF HAMILTON
- RECOMMENDATION -

2.

DATE: 1998 April 27th

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mayor Robert M. Morrow

SUBJECT: Dinner Reception to Commemorate the 50th Anniversary of People who emigrated from Malta and settled in the Hamilton Area.

RECOMMENDATION:

That the City of Hamilton provide funding in the amount of \$1,500 to co-host a dinner reception at the Hamilton Convention Centre on Saturday May 30th, 1998 to be charged to the Special Receptions/Dignitaries Hosting Account No. CH54314-84010.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

There are sufficient funds in Account No. CH54314-84010 subject to the approval of the 1998 current budget. There are no staffing or legal implications.

BACKGROUND:

The 50th Anniversary Committee chaired by Victor Micaloff request \$1,500 from the City of Hamilton to assist with their dinner reception. The dinner will take place at the Hamilton Convention Centre on May 30th, 1998 at 5:30 p.m. Approximately 480 tickets at \$25 each have been sold. Among some of the dignitaries attending will be the Consul General of Malta and yet to be confirmed the Ambassador of Malta.

On March 1st, 1948, an announcement was made in the Malta Legislative Assembly to the effect that The Honourable J. Allison Glen, Canadian Minister of Mines & Resources (who was the Minister responsible for immigration) had made arrangements with The Honourable John Cole, Minister of Immigration in Malta, for the admission to Canada of five hundred immigrants from Malta as construction workers. The Canadian official announcement stated that this special treatment was in recognition of the outstanding service rendered by the people of Malta during the war and to assist them in dealing with their reconstruction problem. (In the Hamilton Spectator dated September 18th, 1950 it was reported that the population of Hamilton on this date includes approximately seventy Maltese immigrants settled in the City of Hamilton during the last two years.)

RMM/TW/pb.

cc: Allan Ross, City Treasurer

Ald. Dave Wilson, Chairman of the Finance & Administration Committee

KEY NORTH PRODUCTIONS INC.

60 Granton Drive, Suite 108, Richmond Hill, Ont. L4B 2N6
Tel: (905) 709-0420 1-800-316-2158 Fax: (905) 709-0426

CHAM 820**NEW COUNTRY RADIO**

DATE: April 9 98
CITY OF HAMILTON

TELEPHONE NUMBER: (905) 546-2700 FAX NO. (905) 546-3165
RE: Radio Spots

DEAR: MR. TERRY WHITEHEAD

AS PER OUR TELEPHONE CONVERSATION, ENCLOSED PLEASE FIND FURTHER DETAILS ON THE ABOVE MENTIONED PROGRAM.

THE MESSAGES WILL BE AIRED ON 820 CHAM MONDAY THROUGH FRIDAY DURING THE BEST DAYTIME LISTENING HOURS, PLUS A BONUS MESSAGE AIRING BETWEEN 8:00 P.M. AND 12:00 MIDNIGHT.

2 WEEKS - MONDAY THROUGH FRIDAY - 10 MESSAGES-DAY TIME PLUS 10 BONUS TOTAL \$ 749.00

4 WEEKS - MONDAY THROUGH FRIDAY - 20 MESSAGES-DAY TIME PLUS 20 BONUS TOTAL \$ 1,498.00
(DISCOUNT ON FOUR WEEK PACKAGE \$ 200.00) TOTAL \$ 1,298.00

ENCLOSED PLEASE FIND A SCRIPT COPY PLUS A 3 SENTENCE PROMOTIONAL COPY LINE FOR YOUR BUSINESS AT NO EXTRA CHARGE!

I DO HOPE THAT WE MAY COUNT ON YOUR SUPPORT FOR THIS WORTHWHILE CAUSE.

SINCERELY YOURS,

CAMPAIGN COORDINATOR

BRUCE MACKELLAN

START DATE END DATE NUMBER OF MESS. SCHEDULE: INVOICE

RADIO STATION TIME SCHEDULE: A=
B=

SCHEDULE:**C= BOTH A-B**

MON TUE WED THU FRI SAT SUN
☐ ☐ ☐ ☐ ☐ ☐ ☐

☐ ☐ ☐ ☐ ☐ ☐ ☐ WEEK 2 ONLY

S C R I P T :

THE CITY OF HAMILTON AND ALL THE EMPLOYEES

REMINDS ALL DRIVERS THAT THE CHILDREN ARE FEELING THE SPRING
 FEVER TOO! WARMER WEATHER AND LONGER DAYLIGHT HOURS FILL
 CHILDEN'S MINDS WITH PLAYFUL THOUGHTS. THAT'S WHY RESPONSIBLE
 MOTORISTS ENSURE EVERYBODY'S SAFETY BY SLOWING DOWN WHILE
 DRIVING THROUGH RESIDENTIAL AREAS. LET'S ALL DO OUR PART TO
 MAKE THIS SPRING SEASON, SAFE AND ACCIDENT FREE. THIS MESSAGE
 WAS A COURTESY OF THE CITY OF HAMILTON, PROVED
OF OUR PAST AND LOOKING TO THE FUTURE,
LOOK OUT FOR OUR CHILDREN, THEY ARE
OUR FUTURE, THE CITY OF HAMILTON, ANOTHER
 A CONCERNED BUSINESS IN THE COMMUNITY.

KEY NORTH PRODUCTIONS INC.

60 Granton Drive, Suite 108, Richmond Hill, Ont. L4B 2N6
Tel: (905) 709-0420 1-800-316-2158 Fax: (905) 709-0426

TO: SUSAN REEDER
C/O CITY OF HAMILTON
PH: 905-546-2753
FAX: 905-546-2095

RE: CHILDREN'S ROAD SAFETY AWARENESS CAMPAIGN;

DEAR: SUSAN REEDER ;

THIS COVER LETTER IS SENT IN RESPONSE TO OUR CONVERSATION OF MONDAY APRIL 27/98, REQUESTING, FURTHER INFORMATION ON OUR COMMUNITY SPONSORED RADIO CAMPAIGNS.

KEY NORTH PRODUCTIONS, IS A PRIVATE CORPORATION PROVIDING COMMUNITY RADIO MESSAGES TO THE PUBLIC THROUGH OUR AWARENESS CAMPAIGNS THESE MESSAGES ARE INFORMATIVE AND ALSO PREVENTATIVE IN NATURE.

KEY NORTH SEEKS THE ASSISTANCE OF LOCAL BUSINESSES, AS WELL AS PUBLIC AND PRIVATE ENTITIES AND ASSOCIATIONS FOR THE SPONSORSHIP OF THE CAMPAIGN. IN RETURN THESE BUSINESSES RECEIVE POSITIVE PUBLIC RELATIONS AND ADVERTISING EXPOSURE.

KEY NORTH WOULD WELCOME YOU'RE PARTICIPATION WITH THIS AND OUR OTHER CAMPAIGNS AS THEY BECOME AVAILABLE, AS AN ALTERNATIVE, OR COMPLIMENTARY ADVERTISING MEDIUM.

SHOULD YOU HAVE ANY QUESTION OR REQUEST FURTHER INFORMATION PLEASE DO NOT HESITATE TO CALL.

I REMAIN,


BRUCE MACLELLAN.

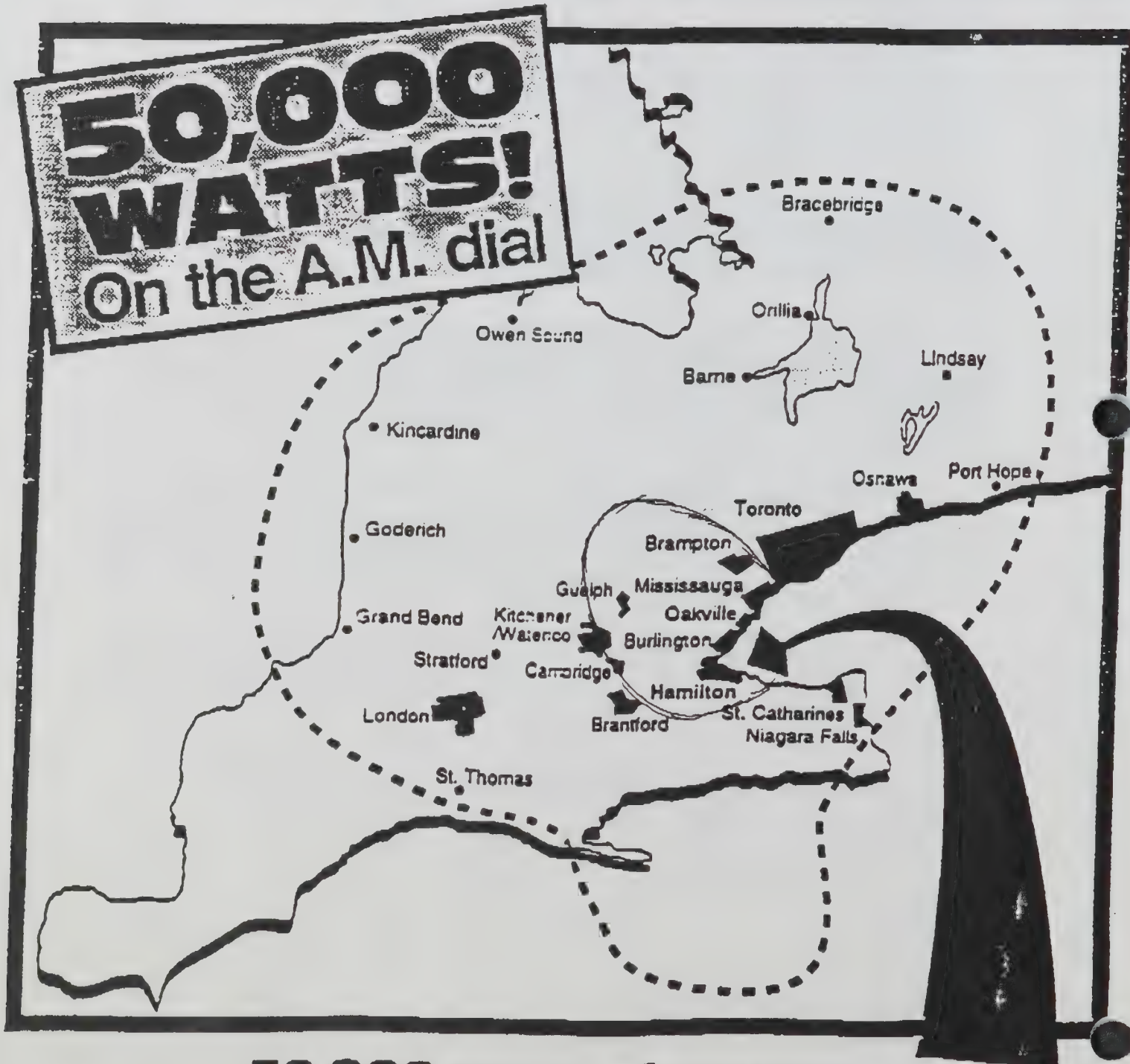
CAMPAIGN REPRESENTATIVE. / C.C. FILE.

820 CHAM

Country

AM STEREO

**50,000
WATTS!**
On the A.M. dial



**50,000 watts of country
music power from Hamilton**

THE COUNTRY MUSIC CAPITAL OF CANADA

4. (a.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 April 28

APR 28 1998

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: L.C. King, P.Eng.
Building Commissioner

SUBJECT: Salvage and Second Hand Goods Businesses (98.2.4.2.1.A)

RECOMMENDATION:

That the City of Hamilton By-law 93-069, Schedule 17, respecting Salvage and Second Hand Goods Businesses, be amended to provide for the following:

- a) That any individual selling or trading second hand goods be required to produce two pieces of identification and submit to either a video or photo identification; and,
- b) That the retention period for purchased or traded goods be increased from 14 days to 30 days; and,
- c) That only vendors selling or buying the following types of second hand goods be required to obtain a licence: jewellery, precious gems, time pieces, musical instruments, tools, coins, auto parts and electronic components; such as, stereos, televisions, CD players, fax machines, computer components; and,
- d) That all transient or non-resident Second Hand Goods dealers be required to apply for a licence at least 30 days in advance of opening for business and all goods purchased must be retained in the City of Hamilton for 30 days; and,
- e) That "Antiques", "Salvage Shop or Yard" and "Works of Art" be defined as follows:
 - i) "Antiques" means furniture and other goods or articles commonly recognized as collectable because of their quality, value or age, and reproductions of such items, but not including jewellery, precious gems, time pieces, musical instruments, tools or coins; and,

- ii) "Salvage Shop or Yard" means premises used for the collection or storage of second hand manufactured or processed goods, materials or parts, whether or not they are further recycled, repaired or salvaged, and which in whole or part are sold or offered for sale by retail. (, but does not include a dump, waste disposal facility,...); and,
 - (iii) "Works of Art" means paintings, photographs, sculptures and other products of artisans commonly recognized as collectable because of their quality of value, and reproduction of such items, but not including jewellery, precious gems, time pieces or coins; and,
- f) That the City Solicitor be authorized and directed to prepare the appropriate amending by-law.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The licence fee for a Salvage and Second Hand business is \$185 for a new applicant and \$135 for a renewal. In 1997, there were 138 Second Hand Good Shops licensed, generating approximately \$18,500 in licence fees.

The number of shops which will now require Second Hand Good licences cannot be determined until an inspection is completed of all existing licensed second hand businesses and merchandise. The deregulation of a number of these types of businesses will not only reduce City revenue but also the number of inspections required by the Hamilton-Wentworth Regional Police and City Inspectors.

BACKGROUND:

As a result of a major concern, the Hamilton-Wentworth Regional Police undertook a survey of the Second Hand businesses within the Region. A large quantity of stolen goods was being sold to various pawn and second hand shops with little or no regulations to assist the Police in the recovery of this property or in identifying the sellers. During this process, the owners of these businesses were consulted. They were supportive of the need for a Regional By-law to regulate pawn and second hand goods shops and salvage businesses.

As a result of a request from the Hamilton-Wentworth Regional Police, a Regional Committee, comprised of representatives from each municipality and Police Services, was established to review the regulations of the various Second Hand Goods By-laws. The City of Hamilton, Town of Dundas, City of Stoney Creek and the Town of Ancaster have Second Hand Goods By-laws, while the Town of Flamborough and Township of Glanbrook do not.

The proposed recommendations to increase the retention period of purchased goods and regulate the type of goods licensed, as well as, transient or non-resident dealers would serve to:

- a) assist the Police Department in recovering stolen property,
- b) deregulate a number of Second Hand Good shops and
- c) lessen the financial burden of operators who deal in goods which are of no interest to the Police Department.

Members of the Committee also agreed that the municipalities with Second Hand By-laws would request that their Councils amend its' By-laws, accordingly. Those municipalities, without a By-law, would request enactment of a Second Hand By-law, similar to Hamilton's, including the proposed by-law amendments.

DR\DB\kc

L4. (b.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 April 28

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: L.C. King, P.Eng.
Building Commissioner

SUBJECT: Cartage Businesses (98.2.4.2.1.A)

RECOMMENDATION:

- a) That the City of Hamilton's Licensing By-law 93-069 be amended by deleting Schedule 5, respecting the licensing and regulating of cartage businesses; and,
- b) That the City Solicitor be authorized and directed to prepare the appropriate amending by-law.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Loss of approximately \$64,800 in license fees.

BACKGROUND:

Effective 1998 January 2, the Ministry of Municipal Affairs announced that the municipal authority to licence transportation businesses in which motor vehicles are hired (other than buses, cabs and tow trucks) to carry property has been eliminated. This regulation prohibits municipalities from not only licensing the owners and drivers of these motor vehicles, but also regulating the motor vehicle itself.

This regulation eliminates municipal authority to licence cartage vehicles. In the City of Hamilton, the cartage industry includes the following types of businesses:

- (1) courier services which transport parcels or goods within the City
- (2) moving companies
- (3) dump trucks or hopper type vehicles

In 1997, the City of Hamilton issued 340 cartage licences, generating approximately \$64,800 in licence fees. We received six cartage complaints which accounted for approximately 20 hours of enforcement. These complaints were from licensed operators complaining about out-of-town operators who were not licensed by the City. The elimination of cartage licences, while having a significant effect on revenues, will not have a noticeable impact on the amount of enforcement provided by Licence Inspectors.

JJS\DR\kc

c.c. Patrice Noé Johnson, City Solicitor
Allan Ross, City Treasurer

CITY OF HAMILTON
- RECOMMENDATION -

4. (c.)

DATE: 1998 April 27

REPORT TO: Susan Reeder, Secretary
Finance & Administration Committee

FROM: Len King, P.Eng.
Building Commissioner

SUBJECT: Implementation Plan -
Model Tobacco Control By-law

APR 27 1998

RECOMMENDATION:

That Bill D-22 a By-law respecting Smoking in Public Places and the Workplace, tabled by City Council at its meeting held 1998 March 31 be lifted from the table and approved.


FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

City Council at its meeting held 1998 March 31, in adopting Section 6 of the Ninth Report of the Finance and Administration Committee for 1998, approved the above by-law in principle. In addition, an Implementation Committee consisting of Aldermen M. Caplan, Alderman C. Collins, Alderman D. Wilson, Alderman B. Kelly and Alderman D. Haining was established to report back to the Committee in one month's time.

On 1998 April 22 staff met with members of the Committee and as a result the following Implementation Plan was approved:

Following approval of the by-law, 1.0 FTE staff in the Hamilton-Wentworth Regional Public Health Department, Tobacco Use Prevention Program will be dedicated to supporting implementation of the by-law as required over the next two years. The Tobacco Use Prevention Program will develop and implement a communication strategy that will include mass media communication; developing and disseminating educational materials to restaurants, the public, other public health staff, and community health professionals; delivering community presentations; and implementing a tobacco "hotline to respond to inquiries and complaints.

Tobacco Use Prevention staff plan will develop a program whereby selected public health nurses will provide education and awareness activities in their City of Hamilton neighbourhoods. Consideration will also be given to training community volunteers to assist with education and compliance monitoring of selected public places covered by the by-law.

Public Health Inspectors from the Environmental Health Branch will be available to assist Building Department staff with compliance of the by-law. All public health inspectors will be trained on the new by-law and will be prepared to ensure compliance during routine inspections of food service facilities.

Additional clerical support will be reallocated as needed to respond to and direct calls that come through the tobacco hotline, disseminate educational materials, tabulate data on complaints and incoming calls.

Licence Inspection Staff in the Building Department will be available for enforcement on a complaint basis and during routine inspections once the by-law it comes into force on August 1.

The new and existing required "no smoking" signage will be provided for and distributed to public places and workplaces through the Building Department. Signage may be printed with cooperation from the City Clerk, Service Department and made available free of charge to the public. A more permanent self adhesive type of sign will also be available, but sold at a cost to recover expenses. Signs will be given at the time to applicants who are applying for new business licenses and building permits.

Clerical staff in the Building Department will distribute signs to proprietors affected by the new by-law at the same time as business licence renewal notices are mailed both to save additional mailing costs and staff workload.

Signage will also be made available to staff in the Tobacco Use Prevention Program and Environmental Health Branch for further distribution as required.

It is our intention to have staff work cooperatively with each other because of the shared responsibility of the by-law between the two Departments. The strategy will be to encourage compliance through education and awareness activities as opposed to enforcement. It will be necessary for staff to develop and implement a communication plan as soon as the by-law is passed to allow for as much lead time as possible before August 1.

cc. Dr. Marilyn James, Medical Officer of Health
Mr. J. Schatz, City Clerk

The Corporation of the City of Hamilton

BY-LAW NO. 98-

Respecting:

SMOKING IN PUBLIC PLACES AND THE WORKPLACE

WHEREAS it has been determined that the presence of environmental tobacco smoke, which is also referred to as "second-hand smoke", in public places and workplaces is a health hazard and a discomfort for persons within the municipality;

AND WHEREAS it is desirable for the purpose of promoting and protecting the health and well-being of persons, especially children, within the municipality to ensure that all public places and workplaces will be entirely free of environmental tobacco smoke at the soonest reasonable time;

AND WHEREAS subsection 213(2) of the Municipal Act authorizes the council of a local municipality to pass a by-law regulating the smoking of tobacco in public places and workplaces in the municipality and designating public places or workplaces, or classes or parts of such places, as places in which smoking tobacco or holding lighted tobacco is prohibited;

AND WHEREAS it is considered equitable for the proprietors of public places and workplaces within the local municipalities which comprise the Regional area, that the provisions of the by-laws regulating the smoking of tobacco be as consistent as possible;

AND WHEREAS Council, on 1998 March 31, in adopting Section 6 of the Ninth Report for 1998 of the Finance and Administration Committee authorized this By-law.

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

PART I: DEFINITIONS

1. In this by-law, the following definitions will apply:

"billiard hall" means premises at which facilities are made available to members of the public for rental to play the game of billiards or games of a similar nature;

"bingo hall" means premises that are used for the purpose of holding bingo lotteries licensed under the authority of an order-in-council of the Province of Ontario and the Gaming Control Act, S.O. 1992, c.24;

"bowling establishment" means premises at which lanes are made available to members of the public for rental to play the game of bowling;

"common area" means that portion of any building or structure including a commercial or retail establishment, residential condominium or multiple dwelling unit apartment building, to which the public or residents may have access, whether as of right or by invitation, express or implied and includes but is not limited to, a reception area for receiving or greeting customers, clients, patients, guests or other persons, elevators, escalators, hallways, stairwells, foyers, lobbies, laundry rooms, lunch rooms, and amenity areas;

"designated smoking area" means an area that is fully enclosed within a public place or workplace, that is located so that members of the public are not required to go through such area in order to gain access to a common area or public washroom that is equipped with a ventilation system that exhausts air directly to the exterior at a rate of fifteen (15) litres per second per person, and supplies tempered air at a rate which is more than ninety (90) per cent of the exhaust air rate, and that is:

- (a) not more than fifty (50) per cent of the indoor seating area of a billiard hall, bingo hall, bowling establishment, gaming centre, public hall or restaurant;
- (b) not more than twenty-five (25) per cent of the indoor floor area of a workplace, but does not include a smoking area referred to in sections 4, 5 or 6, of this By-law;

"employee" means a person who performs any work for or supplies any service to an employer, or a person who receives any instructions or training in the activity, business, work, trade, occupation, or profession of any employer and includes a volunteer;

"employer" means any person who as the owner, manager, contractor, superintendent or overseer of any activity, business, work, trade occupation or profession has control over or direction of, or is directly or indirectly responsible for the employment of, a person in it;

"gaming centre" means premises at which machines or contrivances are made available to members of the public for rental to play games of skill or chance, or a combination of skill and chance, for the purpose of entertainment;

"indoor seating area" means that portion of a billiard hall, bingo hall, bowling establishment, gaming centre, public hall or restaurant, that is normally open to the public, and that contains fixed or non-fixed seating, and includes dance floors, but excludes common areas, washrooms, kitchens, coat-rooms, and storage areas;

"proprietor" means a person who controls, governs, or directs the activities carried on within a public place or workplace, and includes the person actually in charge of such activities;

"public hall" means a building which is available to members of the public for the purpose of a personal or private assemblage of persons, upon payment of a fee;

"public place" means:

- (a) any building or structure or part thereof whether privately or publicly owned that is open to the public, whether or not a fee is charged for entry, and includes but is not limited to, a building, structure or portion thereof for the gathering of persons for the purposes of education, worship, business, recreation, entertainment or amusement, and includes without limiting the generality of the foregoing, common areas, restaurants, banquet halls, patios, food courts, shelters, child care facilities, recreation centres, gaming centres, bingo halls, bowling establishments, billiard halls, sports facilities, arenas whether covered by roof or not, retail stores, shopping malls, commercial establishments, office buildings, educational, financial, religious and government institutions or facilities, cinemas, theatres, concert halls or other places that are normally open to clients, customers, patients, students, guests, residents, patrons or other members of the public;
- (b) transit shelters;

- (c) public transit vehicles;
- (d) public washrooms.

"public transit vehicle" means any vehicle used for transporting the public and includes buses, including school buses and taxicabs;

"restaurant" means a building or portion of a building used for the sale and service of food or drink or both food and drink to the public for consumption on the premises, and includes a take-out service incidental to such restaurant, an area for children's play equipment, pinball or other mechanical or electronic game machines, or dedicated to other recreational activities, but excludes the portion of a building which is used as a food court or indoor patio, or which is not contiguous to the area from which food or drink is sold and served;

"smoke or smoking" includes the carrying of a lighted cigar, cigarette, pipe or any other lighted smoking equipment but does not include smoking where smoking is an element of a stage production or theatrical performance;

"workplace" means a building or part of a building in which one or more employees work, including employee eating and lounge areas and any vehicle or other conveyance in which an employee works, but does not include a billiard hall, bingo hall, bowling establishment, gaming centre or public hall, or common area.

PART II: REGULATED SMOKING AREAS

2. (1) No person shall smoke in a public place or workplace.
- (2) Notwithstanding subsection (1), a person may smoke in a designated smoking area established under this by-law.
3. The proprietor of a billiard hall, bingo hall, bowling establishment, gaming centre, public hall, or restaurant may establish a designated smoking area within the premises under his or her control, at any time after this By-law comes into force.
4. Notwithstanding subsection 2(1), the proprietor of a billiard hall, bingo hall, bowling establishment, gaming centre or public hall that does not have a designated smoking area, may establish a smoking area that is capable of being readily identified and that is not more than fifty (50) per cent of the indoor seating area of the establishment.
5. (1) Notwithstanding subsection 2(1), the proprietor of a restaurant that is fully enclosed from any adjoining common area, and that does not have a designated smoking area may establish a smoking area, that is capable of being readily identified in accordance with the following table:

Size of Indoor Seating Area

- A. one hundred (100) square metres or less

Maximum Size of Smoking Area

the lesser of:

1. ten (10) square metres of contiguous indoor seating area; and,

2. twenty-five (25) per cent of contiguous indoor seating area

- | | | |
|----|----------------------------------------------|---------------------------------------------------------|
| B. | more than one hundred
(100) square metres | ten (10) per cent of contiguous
indoor seating area. |
|----|----------------------------------------------|---------------------------------------------------------|

(2) This section is repealed on May 31, 2000.

6. Notwithstanding subsection 2(1), the proprietor of a restaurant that is fully enclosed from any adjoining common area, and does not have a designated smoking area may establish a smoking area that is capable of being readily identified and that is not more than seventy-five (75) per cent of the indoor seating area of the establishment, provided that:
 - (a) the proprietor holds a licence issued under the Liquor Licence Act which prohibits the entry of persons under nineteen (19) years of age at the premises to which the licence applies; or,
 - (b) the proprietor has filed a house policy with the Liquor Licence Board of Ontario, under subsection 41(6) of Regulation 719 under the Liquor Licence Act.

PART III: PROPRIETORS' DUTIES AND SIGNS

7. (1) Every proprietor shall ensure that "no smoking" signs are conspicuously posted so that the signs are clearly visible in all areas where smoking is prohibited under this by-law.
- (2) Every proprietor shall ensure that health warning signs are conspicuously posted so that the signs are clearly visible from all parts of the place where smoking is permitted under this by-law.
8. (1) Where smoking is prohibited under this by-law, a proprietor shall inform any person who is smoking in a prohibited area that smoking in that area is prohibited.
- (2) No proprietor shall permit a person to smoke in a place where smoking is prohibited under this by-law.
9. (1) Every employer shall inform each employee in a workplace that smoking is prohibited in the workplace within seven (7) days after the day on which this by-law comes into force.
- (2) Where an employer has established a designated smoking area, the employer shall inform each employee in a workplace that smoking is prohibited in the workplace, except in the designated smoking area, within seven (7) days after the day on which the designated smoking area is established.
10. Every proprietor shall ensure that ashtrays and other paraphernalia used in connection with smoking are not present in areas where smoking is prohibited under this by-law.
11. (1) A health warning sign which is required to be posted under this by-law, shall:

- (a) carry the text "Warning! This area contains tobacco smoke, which causes cancer, heart disease, lung disease, and harms children.";
 - (b) display the graphic symbol having the measurements, proportions and characteristics as illustrated in Schedule "A" to this by-law;
 - (c) be printed in English and such other language as the Clerk shall direct.
- (2) A "no smoking" sign which is required to be posted under this by-law shall:
- (a) carry the text "No Smoking" in capital or lower-case letters, or a combination of them;
 - (b) consist of two (2) contrasting colours, or if the lettering is to be applied directly to a surface or to be mounted on a clear panel, the lettering shall contrast to the background colour;
 - (c) have the following letter heights, based on the maximum viewing distance in the area where smoking is prohibited in direct line of sight:

Maximum Viewing Distance (metres)	Letter Height (centimetres)
3.05	2.54
6.09	5.08
12.19	7.62
24.38	10.16
48.77	15.24
73.15	20.32

- (d) include in the text at the bottom of the sign, the words "City of Hamilton By-Law No. 98- Maximum Penalty \$5,000.00", in letters not less than one hundred and twenty-seven hundredths (1.27) centimetres in height for signs with a letter size of two hundred and fifty-four hundredths (2.54) centimetres, and not less than one-fourth (1/4th) of the height of the letters on all other sizes of signs.
- (3) Notwithstanding, subsection (2) where a proprietor is required to ensure that "no smoking" signs are posted, the graphic symbol prescribed in this subsection may be used to indicate an area where smoking is prohibited:
- (a) the symbol shall include the text "City of Hamilton By-Law No. 98- Maximum Penalty \$5,000.00", in letters and figures at least five per cent (5%) of the diameter of the circle in the symbol, and appropriate symbols such as directional arrows may be added;
 - (b) the symbol shall be on a white background with the circle and the interdictory stroke in red, with a cigarette, letters and figures in black;
 - (c) the diameter of the circle in the symbol shall be not less than the size indicated below, based upon the maximum viewing distance in the area where smoking is prohibited in direct line of sight:

Maximum Viewing Distance (metres)	Diameter of Circle (centimetres)
3.05	10.16
6.09	15.24
12.19	20.32
24.38	30.48
48.77	40.64
73.15	60.96

- (4) Despite the fact that the symbol in subsection (3) is a cigarette, the symbol is deemed to include a lighted cigar, cigarette, pipe or any other lighted smoking equipment.
- (5) Where an employer prohibits smoking throughout the whole of a workplace. Council may permit that employer to post signs, in a form and size satisfactory to Council, which indicate that the whole of the workplace is smoke-free, and, where permission has been given under this section, subsection 8(1) shall not apply to that workplace so long as smoking continues to be prohibited throughout that workplace and the signs approved under this section continue to be posted in the manner prescribed by subsection 8(1).

PART IV: OFFENCES AND ADMINISTRATION

12. Every person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to the Penalties specified by the Provincial Offences Act R.S.O. 1990 Chapter P.33.
13. A proprietor may prohibit smoking in any part of the premises under his or her control where smoking is permitted under this by-law, even though the proprietor is not required to do so under this by-law.
14. (1) This by-law shall be enforced by the Clerks Department of the City of Hamilton.
- (2) A public health inspector employed by the Regional Municipality of Hamilton-Wentworth is appointed as an inspector for the purpose of enforcing the provisions of this by-law.
- (3) No person shall obstruct or hinder an Inspector from making an inspection to determine whether there is compliance with this By-law.

PART V: COMMENCEMENT AND TRANSITION

15. (1) A health warning sign or a "no smoking" sign posted in a public place or workplace under By-laws No. 80-258 or 89-370 that is still in compliance with the applicable by-law, is deemed to be the sign required under this by-law.
- (2) Where an employer has given notice that smoking is prohibited in the workplace, or that smoking is prohibited in the workplace except in designated smoking areas, in accordance with By-law No. 89-370 the employer is deemed to have complied with section 9 of this by-law.

16. This By-Law comes into force on August 1, 1998.
17. By-law No. 80-258 and all the amendments to that By-law and By-law 89-370 are repealed on August 1, 1998.

PASSED this _____ day of _____ 1998.

CITY CLERK

MAYOR

SCHEDULE "A"

HEALTH WARNING SIGNS

(NOTE: In an actual by-law, this Schedule will commence on a separate page following the body of the by-law.)

Warning

This area contains
tobacco smoke,
which causes
cancer, heart disease,
lung disease, and
harms children.

Medical Officer of Health



CITY OF HAMILTON
- RECOMMENDATION -

5. (a.)

DATE: 1998 April 30

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Write off of outstanding business taxes

RECOMMENDATION:

That outstanding business taxes in the amount of \$498,116.79 be written-off in accordance with Section 441 of the Municipal Act, R.S.O. 1990 and charged to account CH53401 24106, Tax Write-offs.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The City's share of write-off amounts to approximately \$124,500.00. The balance will be recovered from the Region and the Boards of Education.

BACKGROUND:

This report summarizes outstanding business taxes in the amount of \$498,116.79 which are deemed to be uncollectible and are being recommended for write-off. The accounts are classified as accounts which have been assigned to a collection agency; accounts which have been assigned to a bailiff; accounts which are bankrupt and administered by a Public Trustee for which a final discharge has been received or for which the City has filed proof of claim and received confirmation from the Assessment Department that the business is no longer operating; accounts which have been incorrectly assessed and the deadline for appeal has expired. For your information this is the first write-off presented by the Treasury Department for approval in 1998. In 1997, City Council approved a total of \$1,213,952.76 in business tax write-offs.

A copy of the schedule listing the details of these Write-Offs is available to Members of Council on a Private and Confidential basis from the Committee Secretary.

cc: P. Noé Johnson, City Solicitor

CITY OF HAMILTON
- RECOMMENDATION -

5. (b)

DATE: 1998 April 30

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Financing of the Social and Economic Impact Study for
Charity Games Clubs

RECOMMENDATION:

That the cost of the Social and Economic Impact Study for Charity Games Clubs, at an estimated amount of \$20,000, be financed from the 1998 Current Budget, Account Centre No. CH24101-55046.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

A provision has been made in the 1998 Current Budget Financials in the amount of \$50,000 for consultant fees. This is the same amount as has been provided in 1997 and prior years. At the present time, there are no approved commitments against these funds.

BACKGROUND:

This item was approved under Section 4 of the Twelfth Report of the Finance and Administration Committee, adopted by City Council 1998 April 28.

NRA/an

6. (a.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 April 27

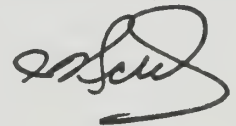
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Ontario Hydro's Appointee - Hamilton Hydro-Electric
Commission

RECOMMENDATION:

That in keeping with Ontario Hydro's policy respecting the appointment of commissioners to municipal commissions, that the City submit to Ontario Hydro, a list with a minimum of two possible candidates from the list of applicants attached hereto and marked as Appendix "A", to assist Ontario Hydro in making its citizen appointment to the Hamilton Hydro-Electric Commission.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS: n/a

BACKGROUND:

Section 126 (2) of Part VI of The Power Corporation Act provides for the establishment of Municipal Commissions and sets out the composition of the Commission as follows:

126. (2) ...may consist of three members, one of whom shall be the Mayor of the City, one of whom shall be appointed by the Municipal Council of the City for two years and until his or her successor is appointed, and the third of whom shall be appointed by the Corporation (Ontario Hydro) for two years and until his or her successor is appointed, and the appointees are eligible for reappointment.

The term of office for Ollie Thomson, Ontario Hydro's appointee on the Hamilton Hydro-Electric Commission expires 1998 September 30.

To assist Ontario Hydro in making its citizen member appointment, the City is required to supply Ontario Hydro with a list of possible candidates containing a minimum of two names. In keeping with past practice, an advertisement was placed in The Hamilton Spectator on 1998 March 28 and attached are the five letters of application from citizens interested in being considered for appointment to the Hamilton Hydro-Electric Commission as the Ontario Hydro representative.

Concurrent with the City's advertisement, Ontario Hydro will organize its own list of candidates and will interview the candidates from both lists.

City Council has been asked to forward its list of possible candidates to Ontario Hydro by 1998 July 31.

attached

Appendix "A"

Hamilton Hydro-Electric Commission

Applicants:

- a) George Davidson, 30 Buckingham Drive, Hamilton, ON L9C 2G5
- b) Ted Iwanek, 401 East 24th Street, Hamilton, ON L8V 4X3
- c) Joan MacDonald, 1100-1 King Street West, Hamilton, ON L8P 1A4
- d) Wayne Marston, 1002-2030 King Street East, Hamilton, ON L8K 6C1
- e) Ollie Thomson, 604-21 East Avenue South, Hamilton, ON L8N 2T3

APRIL 1998

**RESUME OF APPLICANT REQUESTING CONSIDERATION FOR APPOINTMENT
BY ONTARIO HYDRO TO THE HAMILTON HYDRO ELECTRIC COMMISSION.**

GEORGE DAVIDSON
30 BUCKINGHAM DRIVE
HAMILTON, ONTARIO
L9C-2G5
(905) 389-6378

RETIRED: AGE 63
BORN AND EDUCATED, HAMILTON, ONTARIO.

CAREER EXPERIENCE

1953-1955 THE ROYAL BANK OF CANADA
: MANAGEMENT TRAINEE

1955-1995 THE HAMILTON HYDRO-ELECTRIC SYSTEM
: RETIRED IN 1995 AS SECRETARY-TREASURER

VOLUNTEER EXPERIENCE

1991-1992 HAMILTON LIBRARY LITERACY PROGRAM

1993-1996 HAMILTON WENTWORTH DISTRICT HEALTH COUNCIL

1996-current NEIGHBOUR TO NEIGHBOUR FOOD BANK

REFERENCES

MS. M.L. DINGLE Q.C.
FORMER CHAIRMAN, THE HYDRO ELECTRIC COMMISSION OF THE CITY OF
HAMILTON
BUSINESS ADDRESS
MARTIN & MARTIN
700-4 HUGHSON STREET SOUTH
HAMILTON, ONTARIO
L8N-3Z1
(905) 528-5936

RESUME OF GEORGE DAVIDSON (PAGE 2)

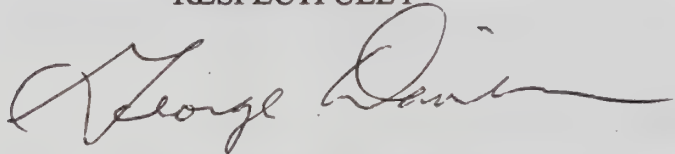
REFERENCES (CONT'D.)

MR. T.W. WOODHOUSE
FORMER GENERAL MANAGER, THE HYDRO ELECTRIC COMMISSION OF THE CITY
OF HAMILTON (RETIRED 1996)
HOME ADDRESS
137 WEST 32ND STREET
HAMILTON, ONTARIO
L9C-5H1
(905) 385-4786

IT APPEARS THAT THE MUNICIPAL ELECTRIC UTILITIES WITHIN THE REGION OF
HAMILTON WENTWORTH WILL BE AMALGAMATED INTO A SINGLE UTILITY IN
THE NEAR FUTURE. I PLAYED AN ACTIVE ROLE IN THE ONLY PREVIOUS STUDY
OF A SINGLE ELECTRIC UTILITY FOR THE REGION.

WITH MY EXPERIENCE AND KNOWLEDGE OF MUNICIPAL HYDRO UTILITIES, I
FEEL I COULD BE OF VALUE SERVING ON THE HAMILTON HYDRO COMMISSION
AND COULD WELL REPRESENT THE CITIZENS OF HAMILTON AS A HYDRO
COMMISSIONER.

RESPECTFULLY



GEORGE DAVIDSON

OFFICE OF THE CITY CLERK

APR 22 1998

REC. BY
REF'D. TO
REF'D. TO
REF'D. TO DATE

ACTION:

April 18, 98

Mr. J. J. Schatz
City Clerk, City Hall
71 Main St. W.,
Hamilton ON L8P 4Y5

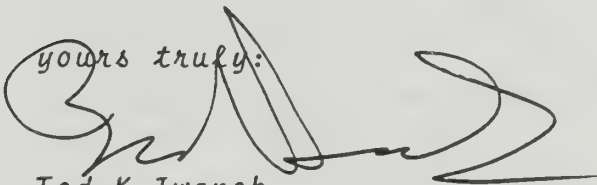
Dear Mr. Schatz;

I wish to be considered as a possible citizen appointee to serve on the Hamilton Hydro-Electric Commission.

As my resumé details I bring a broad range of experience not only in my profession but in my volunteer work. We are in an era of large mergers and deregulation of industries such as telephone, gas and hydro. I strongly believe that the industries that have served this province so well over the years are still Ontario's best bet. As a Hamiltonian and cottager in the Barry's Bay area I am well aware of the excellent service that Ontario Hydro continues to provide. I believe that I can bring to this commission strong business sense, board experience and a moral duty in helping this great city of ours.

I wish to thank you for the opportunity to submit my resumé for the position of citizen appointee to the Hamilton Hydro-Electric Commission.

yours truly:


Ted K. Iwanek
encl.

TED K. IWANEK 401 East 24th Street, Hamilton, ON L8V 4X3

Bus: (905) 527-9256
Fax: (905) 527-4252
Res: (905) 387-9309

PROFILE: A marketing and sales professional with a wide range of experience working with clients and suppliers in both the private and public sectors.

PROFESSIONAL EXPERIENCE

Fidelity Van & Storage Co. Inc. 1995 -
(Member of Allied Van Lines)

MOVING CONSULTANT

- * Responsible for the co-ordinating and planning for all commercial corporate, national, international and residential relocation moves.
- * Responsible to maintain client contacts with various accounts in both the private and public sectors.
- * Responsible to build client base within the assigned territory.

Hamilton Chamber of Commerce 1992-1995

MANAGER-MARKETING SERVICES

- * Responsible for securing new members in the Hamilton-Wentworth catchment area.
- * Responsible for servicing existing client base re: local, provincial, federal and regional issues affecting business.
- * Responsible for securing media sales and editorial content for Chamber regional directory, bi-monthly magazine - Panorama.

Avenue Communications 1987-1992

ACCOUNT EXECUTIVE

- * Secured and serviced agency-of-record and project accounts including corporate, provincial and municipal levels of governments and their agencies, professional associations and consultants, as well as educational, financial and non profit organizations.

Stelco Inc. 1972-1987

MARKETING COMMUNICATIONS CO-ORDINATOR

Identified and serviced all divisions within Stelco as to their advertising, communications and marketing projects.

Types of Projects: * Advertising and print promotions.
* Market promotion incentives.
* Trade show exhibits.
* Film, radio, slide and video productions.

PROFESSIONAL/VOLUNTEER ACTIVITIES

Mohawk College of Applied Arts and Technology

- * Board of Governors member 1988-1996
- * Board of Governors Chair 1995-1996
- * Chair of Presidential Search Committee 1996-1997
- * Television and Broadcasting Advisory committee member 1988-1994

Mohawk College Alumni Association

- * Board of Directors member 1984-1992
- * President of the Alumni Association 1987-1991

Community Information Services (Member of the United Way)

- * Board of Directors member 1987-1994

Our Lady of Lourdes Church

- * Finance and Developement committee member 1992-1995

Hamilton Seekers Volleyball Club

- * Volunteer member 1992-1995

Waterdown Raiders Volleyball Club

- * Volunteer member 1996-

EDUCATION

Communication Arts Diploma (Dean's Honour Role) Mohawk College.

Numerous seminars, technical and product workshops, professional and educational workshops and various sales and managerial development courses.

PERSONAL

Married with two children.

INTERESTS

Cooking, cottaging, gardening, music, squash and trying to play golf.

JOAN M. MACDONALD, LL.B.
Barrister and Solicitor

Commerce Place
1100 - 1 King Street West
Hamilton, Ontario
L8P 1A4

Tel: (905) 526-9552
Fax: (905) 526-1037

April 24, 1998

City of Hamilton
City Hall
71 Main Street West
Hamilton, Ontario

Attention: Mr. J. J. Schatz, City Clerk

Dear Mr. Schatz:

Re: Ontario Hydro's Appointee on the Hamilton Hydro-Electric Commission

Enclosed herewith is my Curriculum Vitae for the above noted appointment on the Hamilton Hydro-Electric Commission.

I would bring my varied background to this Commission.

Thank you for considering my application

Yours very truly,


Joan M. MacDonald

JMM/pfms
Enclosure

OFFICE OF THE CITY CLERK	
APR 24 1998	
REC. BY.....	DATE.....
REF'D. TO.....	DATE.....
REF'D. TO.....	DATE.....
REF'D. TO.....	DATE.....
ACTION:	
.....	
.....	

CURRICULUM VITAE

JOAN M. MACDONALD LL.B.

1100-One King Street West.
Hamilton, Ontario L8P 1A4
T (905) 526-9552
F (905) 526-1037
e lawfirm@nobelmed.com

Residence:
43 Duke Street, Unit 3
Hamilton, Ontario
L8P 1X2
T (905) 526-9575

EDUCATION

1988	Called to Ontario Bar
1987 - 1988	Bar Admission Course, Osgoode Hall Toronto, Ontario
1987	L.L.B., University of Western Ontario London, Ontario
1978 - 1981	B.A. First Year (part-time) McMaster University, Hamilton, Ontario
1973 - 1975	Associate, Institute of Law Clerks of Ontario Humber College, Toronto, Ontario

EMPLOYMENT HISTORY

1990 - Present:	<u>Sole Practitioner</u> , Hamilton Area of Practice: Mental Health, Criminal, Children's Aid Societies, Family & Civil Litigation, Immigration, Refugee Hearings, Parole Boards, Criminal Injury Compensation Board, Estates, Real Estate, Business Law
1988 - 1989	<u>Williams & MacDonald</u> , Hamilton (Partner) Barristers & Solicitors Areas of Practice: Mental Health, Criminal, Children's Aid Societies, Family & Civil Litigation, Estates, Immigration, Real Estate, Corporate
1987	Articles Waived

1984 - 1987

U.W.O Law School, London
Vice-President, CBA-O Student Division,
Editor, **CBAO NEWS** column, **Res Ipsa Loquitur**
Student Representative, Canadian Bar Association-Ontario
Division
Student Representative, Association of
Trial Lawyers of America
CBA-O Sub-Committees: Paralegals,
Academic Legal Education & Fundraising

1984 - 1988

Norman F. Williams, Hamilton
Barrister & Solicitor
Part-time and summer employment

1971 - 1984

Norman F. Williams, Hamilton
Barrister & Solicitor
Law Clerk, Associate, ILCO, Toronto

Appeared before quasi-judicial boards such as Criminal
Injuries Compensation Board, Social Assistance Review
Board, Parole Boards, Advisory Review Boards of the
Lieutenant Governor under the Criminal Code of Canada,
Regional Review Boards under the Mental Health Act.

Appeared before various Courts such as Small Claims Court,
Traffic Court, By-law Court and Provincial Judges Court
(Criminal Division) for summary matters & (Family Division)
for Show Cause Hearings and Children's Aid matters.

Past Director and Programme Chair of The Institute of Law
Clerks of Ontario, developing new programs in Thunder Bay
and Hamilton, (Outreach Program).

Liase with the Law Society regarding insurance coverage for
law clerks and Liase with Community Colleges to offer
ILCO Law Society sanctioned education at Mohawk
College, Hamilton, Durham College, Oshawa, and
Conestoga College, North Bay.

APPOINTMENTS

June, 1996	Other Civil Consultation Group Member The Ontario Legal Aid Plan
April, 1995	Deputy Small Claims Court Judge
March, 1992-1994	Official Guardian's Personal Rights Panel
November, 1993-1998	City of Hamilton, Status of Women Subcommittee
1993 - Present	Canadian Bar Association - Ontario Regional Liason Representative
1994 - 1998	Canadian Bar Association-Ontario Council Member

AWARDS

October 1995	HOSPITAL OF ST. JOHN OF JERUSALEM <u>Humanitarian Award</u>
March 1995	THE HAMILTON SAFETY COUNCIL <u>Special Certificate of Commendation</u>
May 1995	POLICE SERVICES BOARD <u>Partnership Award</u> in recognition and appreciation of an outstanding act that contributed to a safer community.
1993	ATLA's <u>Wiedeman/Wysocki Citation of Excellence Medal</u> for outstanding contributions to the cause of civil justice.
1992	ATLA's <u>Wiedeman/Wysocki Citation of Excellence Medal</u> for outstanding contributions to the cause of civil justice.
1990 - 1991	ATLA's <u>Outstanding State Delegate</u> for bridging initiatives on behalf of victims' rights in Canada and the United States.

PROFESSIONAL ORGANIZATIONS

1988 - Present	<u>The Law Society of Upper Canada,</u> Member in good standing
1988 - 1992	<u>The Ontario Legal Aid Plan,</u> Immigration Law Panel
1988 - Present	Mental Health Law Panel
1988 - Present	<u>Hamilton Law Association</u> Member in good standing
1992 - 1993	Committees: Bertha Wilson Fundraiser
1997 - 1998	The Volunteer Recognition Committee
1994 - 1998	Women Community Services Committee
1988 - Present	<u>Women's Law Association of Ontario</u> Member in good standing
1993	Elected Member-at-Large
1994 - 1995	Elected Treasurer
1990 - Present	<u>Hamilton Criminal Lawyers' Association</u> Member in good standing
1990 - Present	<u>Hamilton Medical-Legal Society</u> Member in good standing
1990 - Present	<u>Criminal Lawyers' Association, Toronto</u> Member in good standing
1988 - Present	<u>Canadian Bar Association-Ontario</u> Member in good standing
1988 - 1994	Elected Council Member
1998 - 2000	Acclaimed Council Member
CBAO COMMITTEES:	
1987 - 1989	Fundraising
1988 - Present	Academic Legal Education
1988 - Present	Paralegals
1989 - 1991	Judicial Appointments
1992 - Present	Distance Education Committee
1992 - Present	Feminist Legal Analysis Committee:

Sept. 1993	Elected Member-at-Large (FLAC)
Oct. 1993	Gender Issues
1993 - Present	Criminal Justice Section
1993 - Present	Health Law Section
1993 - Present	Administration Law Section
1995 - Present	Regionalization Committee
1996 - Present	Communications Committee
1998 - Present	<u>Association of Trial Lawyers of America</u>
	Member in good standing
1988 - 1991	Elected State Delegate, Ontario
1991 - 1996	Member, Trial Lawyers for Public Justice
1992 - 1996	Member, Roscoe Pound Foundation
1992 - 1993	Criminal Law Section
1992 - 1996	Elected First Woman Governor, Ontario
1992 - 1993	Elected Secretary, Women Trial Lawyers
	Caucus
1993 - 1994	Elected Chair, Women Trial Lawyers
	Caucus
1993 - 1996	Executive, Domestic Violence Section
1996 - 1998	Elected Governor by Women Trial Lawyers
	Caucus
1997 - Present	Elected State Delegate, Ontario

ATLA COMMITTEES:

1997 - 1999	OHO (Organization & Home Office)
1991 - 1992	Organizational Review
1990 - Present	Membership Oversight
1991 - 1992	Chair, Canadian Membership
1992 - Present	Co-Chair, Canadian Membership
1993 - Present	Convention Planning Committee
1993 - 1994	Section Leaders Council
1991 - Present	<u>The Advocates' Society, Toronto</u>
	Member in good standing
1991 - Present	<u>Ontario Trial Lawyers Association,</u>
	Hamilton
	Founding Member
	Director

1995 - 1998	New Lawyers Division Founding Member Director
1997 - Present	<u>Mental Health Legal Committee</u> Toronto - Member
1993 - Present	<u>McMaster University, Faculty of</u> Health Sciences, Hamilton MD Admissions Committee
1990 - Present	<u>Southwest Region Women's Law Association</u> Member
1987 - 1992	<u>Advocacy Resource Centre for the Handicapped (ARCH),</u> Toronto Committee on Legal Issues in Psychiatry Member
1988 - Present	<u>American Academy of Psychiatry & the Law</u> Baltimore, Maryland Associate Member
1988 - Present	<u>Canadian Association for Transactional Analysis, Toronto</u> Associate Member

SEMINARS ORGANIZED

May	1998	Central South Lawyers' 3rd Annual Conference Organized by Hamilton Law Association <u>Consent and Capacity Programme</u> Chair
November	1997	Hamilton Law Association & CBAO <u>Consent and Capacity Video Replay</u> Local Co-ordinator

July	1994	Association of Trial Lawyers of America - Women's Caucus Program <u>Law in the 21st Century...Gender Injustice - Ethics & Bias</u> - Chicago, Annual Convention
May	1994	Ontario Trial Lawyers Association <u>Mastering Trials, Russ Herman</u> - Toronto
January	1994	Canadian Bar Association-Ontario 1994 Annual Institute (CLE) <u>Art Auction - Fundraiser, Chair</u> LEAF Foundation Co-sponsor
November	1993	Women's Law Association-Ontario <u>Pre-Trials - View from the Bench</u> Hamilton Law Association
October	1993	Ontario Trial Lawyers Association <u>Fall Workshop, Over 20 Bullets for your Litigation Practice</u>
February	1993	Ontario Trial Lawyers Association <u>New Directions and Strategies for Litigating in the 90's</u>
October	1989	The Law Society of Upper Canada <u>Real Estate Loss Prevention: Managing the Paper Flow</u> Faculty and Workshop Leader
March	1989	The Law Society of Upper Canada The Ontario Legal Aid Plan <u>Mental Health Law: A Lawyer's Guide to Mental Health Act Proceedings</u> Faculty and Workshop Leader
February	1989	Canadian Bar Association-Ontario <u>Workshop on Time Management</u> Fundraiser Chair Vice-President, Student Division

COMMUNITY ORGANIZATIONS

1998	<u>Women's Services/Family Lawyers</u> Liason Committee member
1997 - 1998	<u>Hamilton AIDS Network</u> Board Member
1981 - Present	<u>Hamilton Law Association,</u> Speakers' Bureau
1995 - 1998	Women Community Services Committee
1996 - 1997	Volunteer Recognition Committee
1994 - 1997	<u>Board of Education,</u> City of Hamilton Elected Trustee, Public School Board Committees: Aids Policy - Supervised Alternative Learning for Excused Pupils (SALEP) - Employment Equity Coordinating - Anti-Racism & Ethnocultural Equity
May 1994	<u>Hamilton Downtown Rotary Club</u>
August 1994	Co-chair Rotary B.B.Q.
May 1997 - 1998	Chair, Easter Seal Children's BBQ
May 1997 - 1998	Chair, Easter Seal Children's Christmas Party
1993 - 1999	<u>City of Hamilton Status of Women</u>
1993 - 1995	Social & Justice Subcommittee
August 1994	Safe City Subcommittee
1994 - 1995	Chair, Social & Justice Subcommittee
1994 - 1995	Chair, Women in Politics Subcommittee
1995 - 1997	Elected Chairperson
1995 - 1998	Liason, Hamilton Law Association - Women Community Services Committee
1998	Women's Services/Family Lawyers Liason Committee Member
1993 - 1996	<u>John Howard Society</u> Member in good standing
1992 - 1994	<u>Hamilton Chamber of Commerce</u> Member

1992	<u>CAVEAT, Priscilla De Villiers,</u> Burlington, Ontario Legal Research Consultant
1987	<u>Separated & Divorced Catholics Group,</u> London, Ontario
1983 - 1985	<u>The Salvation Army</u> Victim/Witness Assistance Program Founding Member
1981 - 1983	<u>Community Legal Education Ontario (CLEO)</u> Director
1978 - 1981	<u>McMaster Association of Part-time Students (MAPS)</u> Council Member Union and Administration Liason
1978	<u>City of Hamilton Status of Women</u> Founding Member Director
1977	<u>Hope Haven for Women Shelter</u> Founding Member Director
1973 - 1975	<u>Interim Drug Crisis Centre,</u> Director

PRESENTATIONS

June	1998	<u>The Law Society of Upper Canada,</u> 41st Bar Admission Court, London Phase One - Advocacy Instructor
May	1998	<u>Consent and Capacity Programme</u> Central South Lawyers' 3rd Annual Conference Organized by Hamilton Law Association Chair

April	1998	<u>City of Hamilton Status of Women</u> 22nd Annual Women of the Year Awards Director of Ceremonies
March	1998	<u>Canadian Bar Association - Ontario</u> Career Day - Barton Secondary Speaker
February	1998	<u>Ontario Trial Lawyers Association</u> Personal Health Information Protection Act Minister of Health Brief
January	1998	<u>Community Group</u> Implications of Closing Hamilton Psychiatric Hospital Health Services Restructuring Commission Brief
October	1997	<u>City of Hamilton Status of Women</u> Plastimet Panel Information Session Moderator
May	1997	<u>The Law Society of Upper Canada</u> 40th Bar Admission Course, London Phase One - Advocacy Instructor
May	1997	<u>Mothers Against Drunk Drivers</u> 1997 Annual Convention, Mississauga Civil Actions Speaker
May	1997	<u>City of Hamilton Status of Women</u> 21st Annual Women of the Year Awards Director of Ceremonies
May	1997	<u>St. Joseph's Hospital McMaster</u> <u>University Bipolar Youth Group</u> Consent and Capacity Speaker

May	1997	<u>Rotary Career Days 1997</u> Grade 8, Highview Middle School Keynote Address
April	1997	<u>Canadian Bar Association-Ontario</u> 1997 Law Day Presentation Sir John A. Macdonald Secondary
February	1997	<u>City of Hamilton Status of Women</u> McGuire Report (Framework for Action Prevention of Violence Against Women in Ontario) Ontario Women's Directorate Brief
January	1997	<u>1997 Institute of Continuing Legal</u> <u>Education</u> <u>Canadian Bar Association</u> Gender Issues Breakfast, Chairperson Meeting the Challenge of a Diverse Profession - Basic Do's & Don'ts
May	1997	<u>Ontario Trial Lawyers Association</u> Winning Strategies for Creating and Presenting Demonstrative Evidence
December	1996	<u>Industry-Education Council</u> <u>(Hamilton-Wentworth)</u> Commercialism in Our Schools: Under What Conditions? Panelist
May	1996	<u>Institute of Law Clerks of Ontario</u> <u>"Are You Part of the Team"</u> Sixth Annual Conference for Law Clerks Keynote Speaker: 21st Century Teamwork; Fact or Fiction?
May	1996	<u>City of Hamilton Status of Women</u> 20th Anniversary Women of the Year Awards Director of Ceremonies
September	1995	<u>Seminars Unlimited, Toronto</u> Love and the Law - Speaker

July	1995	<u>ATLA's Annual Convention, New York</u> Criminal Law Section - Mediation in the Criminal Justice System - Panelist
May	1995	<u>Rotary Career Day 1995</u> Glendale Secondary School - Speaker
November	1994	<u>Mohawk College</u> Gender Equality in the Nineties Speaker
October	1994	<u>Council of Women</u> Gender & Racism in the Nineties Speaker
October	1994	<u>McMaster Medical School</u> Medical vs. Legal or Legal vs. Medical?
September	1994	<u>Hamilton Board of Education</u> "Achieving Diversity as a Culture" Conference Racial Inequality in the Justice System Presenter & Workshop Leader - 2 days
July	1994	<u>ATLA's Annual Convention, Chicago</u> Woman's Caucus Program - Law in the 21st Century...Gender Injustice - Ethics & Bias Moderator
July	1994	<u>ATLA's Annual Convention, Chicago</u> New Lawyers Division - Is it Male v. Female, Is it Older v. Younger, or is it Minority v. Majority: Gender, Race and Experience - Panelist
July	1994	<u>ATLA's Annual Convention, Chicago</u> Criminal Law Section - Speaker Where Family Law & Criminal Law Meet

March	1994	<u>A Coalition of the Hamilton and District Labour Council, The United Way and The Hamilton Status of Woman Committee</u> Violence and Assault in Workplace by Clients - Facilitator
February	1994	<u>Canadian Federation of University Women</u> Gender Bias in the Courts - Panelist
November	1993	<u>Legislative Assembly of Ontario,</u> Standing Committee on Social Development Regulated Health Profession Amendment Act, 1993 - Presenter
October	1993	<u>OTLA's Fall Workshop Conference</u> <u>"Over 20 Bullets for your Litigation Practice"</u> Distinguishing Post-Traumatic Stress Disorder from Other Disorders - Speaker
April	1993	<u>ATLA's National College of Advocacy, New Orleans</u> Annual Jazz Fest Seminar: Liability, Causation, and Damages, New Orleans Distinguishing Post-Traumatic Stress Disorder from Other Disorders - Speaker
March	1993	<u>Queen's Law School, Kingston</u> Advocacy Trial Techniques: The Mental Health Act and Recent Amendments Bill 74 - The Advocacy Act Bill 108 - The Substitute Decisions Act Bill 109 - The Consent to Treatment Act Speaker
March	1993	<u>University of Western Ontario,</u> Law School, London Women in the Legal Profession: In Fear of Flying: Flying Solo - Speaker

December	1992	<u>Chedoke-McMaster Child & Family Services, Psychology Department</u> Impact on the Mental Health Act: Bill 74 - The Advocacy Act Bill 108 - The Substitute Decision Act Bill 109 - The Consent to Treatment Act Speaker
November	1992	<u>Ontario Psychologists' Association</u> Impact on the Mental Health Act: Bill 74 - The Advocacy Act Bill 108 - The Substitute Decision Act Bill 109 - The Consent to Treatment Act Speaker
July	1992	<u>ATLA Annual Convention, Washington</u> Forum: Women Litigators Dealing with the Demands of the Profession, Panelist
February	1992	<u>Queen's Law School, Kingston</u> Advanced Evidence: <u>Mental Health Act</u> Speaker
January	1992	<u>ATLA Mid-Winter Convention, Boca Raton</u> Use of Medical Experts in Medical Negligence Cases - Moderator
July	1991	<u>ATLA Annual Convention, Toronto</u> Legal Ethics and Civil Rights: Gender and Race Bias in the Civil Justice System - Moderator
April	1989	<u>Sir John A. Macdonald Secondary School</u> ISSUES '89 Ethnic/Race Relations, Human Rights, Kids at Risk - Workshop Leader
1981 -	1983	<u>Community Legal Education Ontario (CLEO)</u> Speaker at libraries, half-way houses and correctional institutions.

CONTINUING EDUCATION

March	1998	The Law Society of Upper Canada <u>Criminal Law Update</u>
June	1997	The Law Society of Upper Canada Ontario Legal Aid Plan Canadian Bar Association - Ontario Consent and Capacity Board <u>Consent and Capacity</u>
May	1997	Ontario Trial Lawyers Association <u>Winning Strategies for Creating and Presenting Demonstrative Evidence</u>
November	1996	The Law Society of Upper Canada <u>Child Support Guidelines</u>
July	1996	<u>Harvard Mediation Course</u> The Advocates' Society, Toronto
May	1994	Ontario Trial Lawyers Association <u>Mastering Trials, Russ Herman, Toronto</u>
April/May	1994	<u>Basic Mediation Course</u> Frank Corner, Hamilton
October	1993	Ontario Trial Lawyers Association <u>Fall Workshop</u> <u>Over 20 Bullets for your Litigation Practice - Toronto</u>
April	1993	The Ability Group <u>Ability Group Care of PATH</u> <u>Employment Services</u> Employment of People with Disabilities
February	1993	Ontario Trial Lawyers Association <u>New Directions and Strategies for Litigating in the 90's - Toronto</u>
November	1992	County of Carlton Law Association <u>Civil Litigation Updated - Ottawa</u>

October	1992	Canadian Bar Association <u>Gender Equality - A Challenge for the Legal Profession -</u> Toronto
June	1990	Correctional Service Canada University of Saskatchewan, Saskatoon <u>Third Symposium on Violence & Aggression</u>
1990	- Present	CBA Annual & Mid-Winter Conventions
1988	- Present	ATLA Annual & Mid-Winter Conventions
1985	- Present	CBAO Fall & Spring Conventions
1984	- Present	Criminal Lawyers Association

SPONSORSHIP

1992	- 1993	<u>ATLA Environmental Law Essay Contest</u> The University of Western Ontario School of Law, Scholarship Sponsor
September	1993	<u>'93 Orientation Week</u> The University of Western Ontario

April 14, 1998

Mr. Joe Schatz
City Clerk
City of Hamilton
71 Main Street West
Hamilton, Ontario L8N 3T4

Dear Mr. Schatz:

I am writing in response to a notice placed in the March 28th Hamilton Spectator asking for applications from those parties interested in serving as a Citizens Appointees to the Hamilton Hydro-Electric Commission.

Upon reviewing the advertisement, I was most pleased to see the City of Hamilton is working hard to ensure the diverse nature of our community is reflected in the make up of this and other Committees. I believe strongly that diverse representation on City Committees is an essential ingredient in the mix which will see our City enter the next century as one of the most united and progressive communities in all of Canada.

Coming from a Labour background and having served the Labour Community of Hamilton as its' Labour Council President places me in a unique position in terms of the constituency I would be speaking for on the Commission.

Over the past 20 years of my involvement in Labour circles, I have found that more often than not Labour Activists hold views on the issues of the day very much in keeping with those of our fellow citizens. I would suggest that such a grass roots view might be refreshing to any City Committee and in particular on the Hamilton Hydro Commission. It is as a result of this view I am offering to put forward my name for consideration for the position of Citizen Appointee to the Hamilton Hydro Commission.

If you have any questions or comments, please feel free to call me at 547-2944.

Sincerely,



Wayne Marston

OFFICE OF THE CITY CLERK

APR 20 1998

REC. BY..... DATE.....
REF'D. TO..... DATE.....
REF'D. TO..... DATE.....
REF'D. TO..... DATE.....

ACTION:

WAYNE MARSTON
2030 King Street East, Apt 1002
Hamilton, On L8K 6C1
(905) 545-1770

WORK EXPERIENCE:

March 1995 - Present: Hamilton & District Labour Council, Inc

Position: Director & CEO

Duties: Promoting Courses for HDLC Labour Education Centre and
Maintaining HDLC owned building at 1130 Barton Street East.

January 1975 - December 1995: Bell Canada

Position: Repair Technician (Test 1)

Duties: Operate the CALRS computer to diagnose equip. and line
troubles. Interact with public to resolve equipment problems.

November 1965 - December 1974: Canadian National Railways

Position: Signal Maintainer

Duties: Repair and Maintenance of Centralized Traffic Control of Rail
Traffic and Level Crossings.

VOLUNTEER EXPERIENCE:

December 1992 - Present: Hamilton and District Labour Council, CLC

Position: President

Duties: CEO of the Council, exercise supervision over the affairs of the
council, sign all official documents and preside at regular and
special meetings of the council.

December 1992 - Present: Ontario Federation of Labour

Position: Member of Executive Council

Duties: Support and assist in the delivery of O.F.L. Programmes.

November 1988 - December 1995: Communications, Energy and Paperworkers Union of Canada
Local 42.

Position: President

Duties: CEO and Spokes person for the Local, Conduct meetings of Local.

December 1982- November 1988: Communication and Electrical Workers of Canada.

Position: Vice President

Duties: Assume the duties of the President in their absence and other duties as assigned by the President of the Local.

December 1982 - December 1992: Hamilton and District Labour Council, CLC

Position: Executive Board Member at Large

COMMUNITY INVOLVEMENT:

Current Positions

President, Hamilton and District Labour Council

President and CEO of the Board of Directors of the Hamilton & District Labour Council Inc.

President of Labourhood Homes Resource Centre Inc.

Chairs the Board of Directors of the Worker Education Centre

Chair, Mohawk College Labour Advisory Committee

Co-Chair of the Joint HDLC - McMaster Labour Studies Certificate Program

Member of the Region's Human Resources Advisory Committee

Member of the Executive Council of the Ontario Federation of Labour

Member of the Region's Human Resources Advisory Committee.

Member of the Hamilton East Federal NDP Riding Association.

Founding President of the Hamilton Chapter of the Council of Canadians

Past Labour Vice-President and Secretary of the United Way of Burlington, Hamilton-Wentworth, and past member of the Board of Directors

Past Board Member of The Social Planning and Research Council

Past Member of the Business Land Use Advisory Committee of the City of Hamilton

Past President of CEP Local 42

Co-chaired the Hamilton Action Days, February 23 & 24th, 1996.

Spearheaded negotiations with the Government of Ontario which resulted in funding for the restoration of the 1850's Customs House and the establishment of the Ontario Workers Arts and Heritage Centre there.

Awards & Commissions

Awarded the Medal of Bravery from Governor General, Jeanne Suave in 1987

Awarded the Commissioner of the Ontario Provincial Police Award for Bravery in 1988

General

Born in Plaster Rock, New Brunswick in 1947. Went to Tobique Valley Regional High School.

Moved to Ontario in 1968.

Wayne's family includes daughter, Anita 28 and son Shawn 27 as well as three grandchildren, Matthew 6, Jacob 5, Daniel 3.

Candidate for the Federal NDP in Hamilton East in 1993, 1996 bi-election and 1997 General Election.

REFERENCES:

Available upon request.

April 20, 1998

Mr. J. J. Schatz,
City Clerk,
City of Hamilton,
71 Main Street West,
Hamilton, Ontario

OFFICE OF THE CITY CLERK

APR 20 1998

REC. BY *as* DATE _____
REF'D. TO _____ DATE _____
REF'D. TO *C.T.* DATE _____
REF'D. TO _____ DATE _____

ACTION: *54.19*

Dear Sir;

Re: Spectator advertisement for a citizen appointment to
Hamilton Hydro Electric Commission.

Please accept this letter as my application for re-appointment to the Hamilton Hydro Electric Commission.

Having served as Commissioner and Vice Chair since my appointment in 1996, I recently became Chair in March of 1998. I have enjoyed serving on the Board and believe I have made a positive contribution.

The next two years will be very challenging for Hamilton Hydro. Deregulation of the industry and restructuring will necessitate changes in the way the utility operates. Hamilton Hydro will need to forge new partnerships while maintaining the excellent relationship it has with the city and Ontario Hydro. During this time, continuity on the Board will be important to ensure that changes are made in an orderly, proper and responsible manner.

My past experience in serving on various Boards and Committees, along with policy and decision making, dealing with the budget process, labour negotiations and chairing meetings will stand me in good stead for what lies ahead.

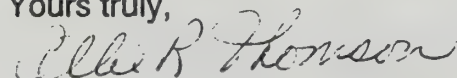
As a self employed business person, I am involved in the business community through my active participation in the Chamber of Commerce and other business networks. I am an active member in various organizations that have constructively dealt with energy costs, energy conservation and education.

My involvement in business, political process, and the community, has required a high standard of personal ethics, and a sense of responsibility that includes the ability to plan and manage time and resources. This activity has allowed me to develop skills in logical thinking, evaluating situations, solving problems and making decisions.

The Hamilton Hydro Electric Commission is very important to our quality of life and the sustainability of our city. In these rapidly changing times it makes sense to work together to provide a good level of service at the lowest possible cost. I would like to continue to be part of the team in maintaining this level.

Thank you for your consideration.

Yours truly,



Ollie R. Thomson,

21 East Avenue South,
Suite 604,
Hamilton, Ontario

RESUME

Ollie R. Thomson
21 East Avenue South, Apt. 604
Hamilton, Ontario L8N 2T3

Phone: 527 8373 (H)

Fax: 572 7500

Work Experience:

1989 - 1999: Self-employed - consulting on a project basis for About Town - Event & Meeting Planners

Consultant working with businesses, organizations and associations to organize and co-ordinate their conferences, workshops, seminars and special events. Meet with clients to assess their needs, develop a budget and theme, recommend facilities, negotiate contracts, do planning and logistics.

1986 - 1988 Manager, retail outlet and area sales representative - duties included hiring and supervision of staff, sales, marketing and inventory control.

1980 - 1985 Elected representative - Region of Hamilton Wentworth
Served on the following committees: Planning, Finance, Social Services, Engineering. Dealt with constituents to solve many problems on a regional and local level.

Chair: Human Resources Committee (Region)
Chair: Employees Suggestion Committee (Region)

1976 - 1985 Elected ward representative - City of Stoney Creek

Served on the following committees: Planning, Executive, Budget, Engineering, Legislative, Parks & Recreation.

Chair: Legislative and Fire Department Committees

Chair of committee to plan, design and construct a main fire hall in the City. Involved with land acquisition, rezoning process, budget and architectural details.

Previously employed for nine years with the Bank of Montreal, London and Hamilton - worked in loans department, investment department, business development and client relations.

Continuing Education:

Page 2

- 1992 Environmental Waste Management and Audit - 12 week course
- 1991 - 92 Computers - DOS, WordPerfect, Windows
- 1990 Time Management - S.M.I. (six month course)
- 1988 - 89 Mohawk College - Sociology 1 and 2
- 1987 - 88 Mohawk College - Business Management in the Hospitality Sector
- Park Business School - Secretarial Business Course
- Pelham District High School - Commercial studies

I continue to attend various seminars and workshops on business, marketing, community planning, hospitality, tourism, environment, sustainable development, motivation and communication

I believe learning is a life-long process.

Community Involvement:

Hamilton & District Chamber of Commerce - Business Development Committee - Hospitality and Tourism Committee - Transport (Co chair - downtown transportation study)

Chair - Environmental Issues Committee (1992 - 95)

Member - planning committee for Chamber Outstanding Business Achievement Awards (1995)

Chair - (1995-96) Steering Committee - Hamilton Wentworth Green Communities Initiative - Region - Vision 2020

Chair - (1995-96) Hamilton Wentworth Green Venture - Home and Business Green-ups dealing with energy/water conservation, recycling and other sustainable practices

Eco-tourism Advisory Group - Support the Region's Economic Development Department to market this region as an Eco-tourism destination

Aquafest - Harbourfront Festival - member of planning committee from 1992 to present. Provides economic spinoff benefits to the region.

Go Hamilton Task Force - to achieve environmental excellence in our community and encourage agencies and companies to locate in our region

Sustainable Community Development Committee - Founding Member (1993 to present) to plan ongoing community participation for Vision 2020

W.L.O.E.C. - Western Lake Ontario Environmental Coalition - coalition of regional environmental groups who meet four times a year to discuss local issues and actions.

B.E.S.T. - (Business and Environment Support Team) providing support and information to the small business community through their Associations. This successful model has been copied in B.C. and other provinces.

R.E.A.C. - (Regional Environmental Advisory Committee) an advisory group providing recommendations to Regional Council on environmental issues.

Literacy Core Development Team - Educational program "Greening your School" a project through the Hamilton Region Conservation Authority and the Boards of Education to provide leadership and training in the schools.

Board of Management - Wentworth Condominium #116 - Board member - dealt with management of multi-residential building including budgets, contracts, security and maintenance.

Previous and Present* Boards/Committees:

Art Gallery of Hamilton - Board of Directors

Hamilton Waterfront Committee

Hamilton Flag Committee

Social Planning & Research Council

Hamilton Status of Women

Multicultural Centre

Volunteer Bureau of Hamilton

Ontario Special Olympics

S.P.C.A. - Fundraising Committee for their new building

Aquafest*

Lansdale Community Policing Centre*

City of Hamilton Sesquicentennial Celebrations (1996)

Canada Trust - Friends of the Environment Foundation*

Hamilton Hydro Board of Commissioners*

City Lites - Business Association - Co chair*

Vision 2020 - Sustainable Day * - (M.C. for 1997 Sustainable Day)

6. (b.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 April 27

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: City Council and Standing Committee
Summer Meeting Schedule

RECOMMENDATION:

- (a) That during the period of July to September, 1998, City Council meet as Committee of the Whole in one-day sessions to consider all Standing Committee agendas followed by the formal City Council Meetings on Tuesday, 1998 July 7 and Tuesday, 1998 September 8.
- (b) That the regular series of Standing Committee and City Council Meetings be cancelled for July, August and the first series of meetings in September.
- (c) That the one-day special meetings on July 7 and September 8 be for the purpose of considering only non-delegation items of each Standing Committee.
- (d) That notwithstanding the City of Hamilton Procedural By-law which provides for a minimum of 24 hours notice for a Special City Council Meeting, that the City Clerk be directed to provide a minimum of 72 hours notice if a Special City Council Meeting is required during the period between July 7 and September 8 in order to permit Members of City Council sufficient time to return to the City of Hamilton for any Special Meetings if they are out of town.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

None identified



BACKGROUND:

City Council would meet on July 14, August 25 and September 29 if the above recommendation is not approved. The above recommendation would have City Council meet on July 7, September 8 and September 29 if approved. The same number of meetings would be held but a longer holiday period would be provided for Members of City Council during July and August with the change recommended.

For the information of the Members of City Council, Regional Staff will be recommending that Regional Council meet in all-day sessions on Thursday, July 9 and Thursday, September 11 to consider all Standing Committee agendas followed by the formal Regional Council Meetings.

Members of City Council have had to contend with a very large number of Committee of the Whole and Special City Council Meetings as a result of the 1998 Capital and Current Budget processes and will continue to contend with this large number of extra meetings until at least the end of May. Staff will expedite matters requiring City Council approval that will occur between July 8 and September 9 so they can be dealt with by City Council on July 7.

Subsection (b) above provides relief from the current 24 hours notice requirement for Special City Council Meetings in the City of Hamilton Procedural By-law. Extending the notice requirement to at least 72 hours would provide any Council Members out of town if any Special City Council Meetings were called, sufficient time to return to the City to attend any Special Meetings.

If the proposed upgrade to the City Hall Council Chambers is approved, the period between July 7 and September 8 will be required for construction and the Council Chamber would be unavailable for any meetings.

cc. J. Pavelka, Chief Administrative Officer
Corporate Management Team

7. (a.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 April 27

APR 28 1998

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: R. L. Fair
Director of Culture & Recreation

SUBJECT: Replacement of Boilers - City Hall - Award of Contract

RECOMMENDATION:

- (a) That approval be given to issue a purchase order in the amount of \$304,929.67 inclusive of G.S.T.(\$19,948.67) and a contingency of (\$25,000.00) to commission Comstock Canada Ltd. of Hamilton for the supply and installation of four (4) new boilers at City Hall being the lowest of two quotations received in accordance with the specifications (Ref:C6-4897) issued by the Purchasing Division; and,
- (b) That the Mayor and City Clerk be authorized to execute a contract in a form satisfactory to the City Solicitor; and,
- (c) That authorization be given to combine the funding from Capital Fund Accounts - Replace Boilers - City Hall - CF319741037 (\$145,000.00) and Domestic Hot Water System - City Hall -CF319251003 (\$100,000.00) along with the authorized increase into one project named City Hall - Replace Boilers and the above referenced expenditure be financed from this new account accordingly; and,
- (d) That the Finance and Administration Committee authorize an increase to the budget in the amount of (\$85,000.00) and recommend a method of financing.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The tendering process has yielded a best price for this project that is approximately \$85,000 beyond existing funding for the project, hence, the request for additional funding.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

This work was approved as a project in the 1997-2006 Capital Budget following rejection by Council of the C.U.P. cogeneration project. It was intended this funding in the amount \$145,000, when combined with existing funding from the 1992 capital project - Domestic Hot Water System - City Hall in the amount of \$100,000, would provide sufficient dollars to replace the existing systems that were at the end of their life cycle.

The original budget estimate was developed by staff based on the direct replacement of the existing boiler system (two large boilers). Subsequent to capital approval, Group Eight Engineering Limited was retained by the City to develop a plan of action for the replacement of the building heating and domestic hot water boiler systems in accordance with the capital project approval.

In order to meet specific environmental and operating efficiency criteria, Group Eight Engineering established during the preliminary investigations that the most suitable system would utilize 4 boilers in place of the 2 existing. It was anticipated that this option could be pursued within the funding committed for this work.

A plan was developed and specifications were created and tendered in accordance with the Purchasing Division.

Expenditure to date for engineering is \$21,000.00.

BACKGROUND:

This system is integral to the effective and efficient operation of City Hall's heating and cooling system. The former Property Department identified the need for capital replacement of the current systems and considered several replacement options including the potential for the development of a cogeneration plant. This option was eliminated for a variety of reasons, leaving capital replacement of the boiler system as the only viable option.

The installation of 3 mid sized boilers and 1 small boiler will eliminate the need to operate a large boiler during the summer for the domestic hot water load thereby producing operating efficiencies. As the heating load increases through the Fall and Winter months, additional boilers can be brought on line as required which will provide added flexibility and efficiency to the operation.

BACKGROUND:

Furthermore, the recommended boilers for the proposed 4 boiler configuration are designed to meet stringent nitrous oxide (NOx) emission standards as determined by the Ministry of Environment and Energy. This particular requirement has limited the number of suitable manufacturers and boiler configurations to just a few combinations.

Staff from this Department, in consultation with the Law Department and the Purchasing Division of the Treasury Department have reviewed the option of setting aside this tender and reworking the scope of work with a view to retendering based on the reduced specifications. This option will result in untimely delays to the construction which could lead to the equipment not being available on time for next heating season. By replacing only a portion of the existing heating plant there still will be a reliability issue with the remaining components. This equipment has reached the end of its life cycle. Additional costs will be incurred as a result of the extra engineering effort to rework the specifications. Staging the project in two phases will also result in higher costs from the contractors due to inflation and the requirement to mobilize a second time at a later date. Given the above, the choice is to pursue this request for additional funding on the belief that the Group Eight Engineering approach is the most efficient and effective option available to us.

RLF:rmh

cc: A. Ross, City Treasurer, Treasury Department
P. Noé Johnson, City Solicitor
J. Krochak, Senior Buyer, Purchasing
R. Swan, Manager, Building Operations & Maintenance
R. Desnoyers, Assistant Manager, Building Operations & Maintenance

7. (b.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 April 22

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Ross L. Fair
Director

SUBJECT: Recommendation to Close Various Capital Accounts

RECOMMENDATION:

That the City Treasurer be directed to close the following capital project accounts with any excess funding to be transferred to its original source of financing:

Centre Number	Project Description	Gross Cost	Total Expense	Excess	Source of Financing
329241002	Construction of Computer Room - City Hall	628,590	461,624	166,966	Reserve for Capital Projects & Various Other CF Accounts
709041010	Soil Test/Prem Work - TPA	75,000	53,773	21,227	Reserve for Capital Projects
719141007	Whitehern Restoration	694,460	681,862	12,598	Reserve for Capital Projects, Province, Federal & Interest Income
719355010	Dundurn Castle Restoration Study	17,460	14,910	2,550	Reserve for Capital Projects & Current Budget
629454011	Ivor Wynne - Renovations	250,000	249,830	170	Reserve for Park Improvements
709355009	Hamilton Aquatic Centre	50,000	51,033	-1,033	Reserve for Capital Projects
709641021	Convert Chlorination System - Pools	180,000	162,596	17,404	Reserve for Capital Projects

Ross L. Fair

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation.

BACKGROUND:

A total of \$ 219,882 will be returned to original source of funding as projects have been completed.

HK/am

c.c. Allan C. Ross, Treasurer
M. B. Chandrashekar, Supervisor, Accounting
Attention: Grant Keith, Capital Accounting Clerk
J. Cerio, Manager of Administration

CITY OF HAMILTON

- RECOMMENDATION -

8.

DATE: 1998 April 28

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: John Johnston
Commissioner of Human Resources

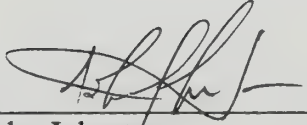
SUBJECT: Vacation Carryover, Non-Union Employees (C-008-98)

RECOMMENDATION:

That the following vacation entitlement procedure be recommended to City Council and inserted in the Human Resource Policy and Procedure Manual (item 2, in bold, is new):

All Non Union Full Time Employees:

1. At least two weeks of vacation time must be taken as a block of time. The remaining portion of the vacation can be taken as determined between the supervisor and the employee.
2. **Any unused vacation time at the end of a calendar year may be carried forward for one year. Vacation carried forward, which has not been taken by December 31 of the year into which it is carried, is to be paid out at the salary rate of the preceding December 31.**
3. This time off is to be recorded on the Daily Absence Status Report as absence code "V" = vacation.



John Johnston
EB:

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Item 2 will eliminate the accrual of vacation over a number of years which could be paid out at a higher rate than that at which it was earned.

The current value of all accrued vacation (114 employees - 736.5 days) in the non-union group in the City of Hamilton (including HECFI) is \$198,269. This is an average of 6.5 days per employee with vacation carry over. Twenty-seven employees are carrying at least 10 days, while 12 of that group are carrying between 15 and 35 days.

SUSTAINABLE DEVELOPMENT IMPLICATIONS:

(Vision 2020, adopted by Regional Council as their vision for the future of Hamilton-Wentworth, embodies the concept of a sustainable community which is an equal balance of the economy, the environment, and social/health factors in all regional decision-making)

N/A

BACKGROUND:

Vacation time provides employees with an opportunity to refresh and reenergize, avoiding 'burnout' which can physically impair an employee and affect productivity and the acuity of decisionmaking.

At times, due to operational considerations or emerging matters of a pressing nature, non-union employees may be asked to postpone vacation plans to the point where it is not possible to use all the entitlement in one year. These circumstances can be accommodated by encouraging the employee to take unused days via a shorter work week for a period of time, or allowing vacation carryover. Persistent carryover of vacation suggests that strategies be developed to redistribute workload/assignments in a manner that does not interfere with an employee's ability to take his or her full entitlement in a year.

Requiring employees to use the prior year's vacation entitlement first, and paying out any that is unused by the year end (at the previous year's rate) lessens the Employer's financial liabilities towards an employee at termination are reduced with respect to the payout of unused vacation.

This policy is identical to that which is in place in the Regional Municipality of Hamilton-Wentworth.

CONSENT AGENDA

FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1998 May 5th
1:30 o'clock p.m.
Room 233, City Hall

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

Minutes of the regular meeting held on Tuesday, 1998 April 21st

B. TREASURER

Supply and Delivery of Annual Supplies for 1998

C. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

Information Items

Tuesday, 1998 April 21
1:30 o'clock p.m.
Room 233, City Hall

A.

The Finance and Administration Committee met.

Present: Alderman D. Wilson, Chairman
Alderman D. O'Sullivan, Vice-Chairman
Robert M. Morrow
Alderman D. Haining
Alderman C. Collins
Alderman M. Caplan
Alderman A. Horwath
Alderman B. Charters
Alderman B. Kelly

Also Present: Alderman T. Jackson
J. Pavelka, Chief Administrative Officer
A. Ross, Treasurer
P. Noé Johnson, City Solicitor
J. Schatz, City Clerk
L. King, Building Commissioner
M. Watson, Real Estate, City Clerk's Office
V. Abraham, Director of Local Planning
J. Hickey-Evans, Planning Department
Fire Chief W. Shoemaker
C. Guthrie, Public Works and Traffic Department
T. Whitehead, Mayor's Office
Susan K. Reeder, Secretary

A G E N D A

1. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda, and approved the following:

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

The Committee was in receipt of the minutes of its regular meeting held on Tuesday, 1998 April 7th, and approved these minutes as circulated.

B. TREASURER - Financing contribution to the Ontario Association of Property Standards Officers General Meeting at McMaster University, 1998 May 24 - 29

The Committee was in receipt of a report from the Treasurer dated 1998 April 15, respecting the above noted matter, and approved the following:

That as referred to in Section 5 of the Seventh Report for 1998 of the Planning and Development Committee, approved by City Council at its meeting held 1998 April 14th, the upset contribution of \$5,000 to assist in defraying the costs of the Ontario Association of Property Standards Annual Education Seminar and General Meeting on 1998 May 24-29, to be held at McMaster University, be financed from the Hosting of Conferences with Municipal Subject Content Account CH 54307 80040.

C. CITY CLERK - Farmers' Market Coffee Shop Lease Agreement

The Committee was in receipt of a report from the City Clerk dated 1998 April 6, respecting the above noted matter.

The Committee approved the following:

- (a) That the current lease agreement between Corrado Belacca, John Malagrino and the City of Hamilton respecting the Farmers' Market Coffee Shop, be amended to remove Corrado Belacca as a licensee and include Ann Soos as an added licensee; and,
- (b) That the amended lease agreement continue to provide for the agreement to expire on 2000 August 31, with no option to renew, at a monthly rate of \$439 for 1998, to be adjusted during the term of the agreement at the pleasure of Council; and,
- (c) That the City Solicitor be authorized and directed to prepare the necessary amending agreement.

D. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE - Information Items

The Committee was in receipt of a report from the Secretary of the Finance and Administration Committee dated 1998 April 17th, respecting Information Items. The Committee approved the following:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Information Report - City Clerk - 1998 Capital Budget Program/Election System Acquisition
- (b) Correspondence - Minister of Labour - Long Term Medical Surveillance Programme - Hamilton Fire Fighters - Plastimet Fire

2. CHIEF ADMINISTRATIVE OFFICER - Update - Walkway - Farmers Market and Eatons Centre

The Committee was in receipt of an information report from the Chief Administrative Officer dated 1998 April 20, respecting the above noted matter.

Discussion ensued with respect to the pedestrian walkway connection and the Committee approved the following:

That insofar as a pedestrian walkway connection has been re-opened between Eaton's and Jackson Square, that no further action be taken with respect to construction of a contemplated pedestrian connection between the Farmers' Market/Jackson Square and Eaton's.

3. CHIEF ADMINISTRATIVE OFFICER AND DIRECTOR OF PLANNING AND DEVELOPMENT - Terms of Reference - Social and Economic Impact Study for Charity Gaming Clubs

The Committee was in receipt of a joint report from the Chief Administrative Officer and the Director of Planning and Development dated 1998 April 14, respecting the above noted matter.

In response to the staff request for direction, the Committee made the following changes to the proposed Terms of Reference:

- The study should focus on the effects to Hamilton, and not to Hamilton-Wentworth
- The Treasurer to be requested to recommend the method of financing the estimated cost of \$20,000 for the Study
- With respect to Business growth, the parameters are to be expanded to include both the growth/decline

It was also noted that since there are no Charity Gaming Clubs presently in existence, that the Study should focus on the small Casino establishment in the Study analysis. It was also noted that the social analysis with respect to the cost to the Health Care System, as well as the impacts on families, should be broadly defined.

With respect to the Study on the economic and social impact, it was noted that the Study will be undertaken by a consultant, such as the Social Planning and Research Council in conjunction with McMaster University, as the staff do not have the expertise in these areas. It was also noted that while the Social Planning and Research Council will do the social analysis, the economic analysis will have to be done by another group. It was agreed that staff would advise the Committee on who would be undertaking the economic analysis portion of the Study. It was also agreed that staff will report back to the Committee in one month's time on the staging of the Study Analysis.

The Committee then approved the following Terms of Reference, as amended:

- (a) That approval be given to the Terms of Reference for the Social and Economic Impact Study for Charity Gaming Clubs, attached herewith and marked Appendix "A" at an estimated cost of \$20,000; and,
- (b) That the City Treasurer be requested to recommend the method of financing.

4. CITY CLERK

(a) Deadline for Accepting Offers to Purchase on Surplus City Land

The Committee was in receipt of a report from the City Clerk dated 1998 April 8, respecting the above noted matter.

Discussion ensued with respect to this matter, and several members of the Committee held different views on when an appropriate deadline should be. As a result, it was agreed that this report would be tabled and referred to the Chief Administrative Office for the purposes of coming back with a "perfect solution" to meet the differing views held by members of the Committee on this issue.

(b) Selection of Real Estate Brokers to sell surplus City Commercial and Industrial Properties

The Committee was in receipt of a report from the City Clerk dated 1998 April 8, respecting the above noted matter. Alderman Caplan declared a conflict of interest in this matter as he is a Real Estate Agent.

The Committee approved the following:

- (a) That Blair, Blanchard, Stapleton Limited, Chambers & Company Limited, John W. Harvey Real Estate Limited, and Star Real Estate Limited be retained to provide real estate brokerage services to sell surplus City commercial and industrial properties for a two (2) year term expiring 2000 April 30; and,
- (b) That the Manager of the Real Estate Division, City Clerk's Department be authorized and directed to sign the Multiple Listing Agreement for each surplus commercial/industrial property to be listed.

5. TREASURER

(a) Plastimet Legal and Insurance Adjusting Fees

The Committee was in receipt of a report from the Treasurer dated 1998 April 16, respecting the above noted matter.

The Committee approved the following:

That the Chief Administrative Officer be authorized to approve for the payment of legal and insurance adjusting costs related to the City's defence against claims arising out of the Plastimet Fire.

(b) Reimburse Hamilton Habitat for Humanity from the proceeds of the sale of 11 Arthur Avenue South

The Committee was in receipt of a report from the Treasurer dated 1998 April 14, respecting the above noted matter, and approved the following:

That the City Treasurer be authorized to reimburse the Hamilton Habitat for Humanity as per their application dated 1998 April 2, from the proceeds of the sale of 11 Arthur Avenue South, in the amount of \$5,696.87, for the sole purpose of assisting the organization to purchase 95 Mary Street North.

6. REFERRAL BACK FROM CITY COUNCIL - Purchase of one (1) 5 Gang Sports Field Mower, one (1) 4 Wheel Turf Truckster and the replacement of one (1) 5 Gang Sports Field Mower Unit 0109, Fleet Services

The Committee was in receipt of a memorandum from the City Clerk, referring back the above noted matter from City Council, at its meeting held Tuesday, 1998 April 14th. The Committee requested clarification on how the expenditure for these purchases would effect the Turner Park Development Phase II Project.

Following discussion, the Committee approved the following:

That a purchase order be issued to G.C. Duke Equipment Ltd., Burlington, in the amount of \$132,307.50, including volume order discount and all applicable taxes, being the lowest total acquisition cost meeting specifications of four tenders received in accordance with specifications issued by Purchasing and Vendor's tender. This purchase includes one (1) 5 Gang Sports Field Mower to be financed through T. B. McQueston Park Development, Capital Funds Account No. CF 629254005 as approved by City Council 1997 March 18, and one (1) replacement, 5 Gang Sports Field Mower to be financed through the Reserve for Mobile Equipment Account pending the approval of the 1998 Capital Funds. The 4 Wheel Turf Truckster to be financed through the Turner Park Development Phase II, Capital Funds account No. CF 629754034 as approved by City Council 1997 March 18.

7. IN CAMERA AGENDA

The Committee moved to an In-Camera Session to discuss matters of a Private and Confidential nature.

The Committee then moved back into Regular Session, and approved the following:

AA. CITY CLERK - Sale of City Property - 319/321 King Street East

- (a) That an Offer to Purchase Agreement for 319/321 King Street East for the price of \$75,500, executed by Miklos Vig and John Szalai, dated 1998 April 1, and scheduled to close on or before 1998 May 15, be accepted. The said lands being composed of part of Lots 2, 3, and 4 on Plan 214, have a frontage of 8.074 metres (26.5 feet) more or less, along the northern limit of King Street East and a depth of 31.47 metres (103.25 feet) more or less. The lands and buildings were vested with the Corporation of the City of Hamilton as a consequence of proceedings under the Municipal Tax Sales Act, R.S.O. 1990, Chapter M.60 as amended. Funds derived from this sale of \$75,500, less a commission of \$4,530, be credited to Account No. CH 4X501 00102 (Reserve for Property Purchases); and,
- (b) That the required deposit cheque in the amount of \$5,000 be held by the City Treasurer pending Council approval; and,
- (c) That upon successful completion of this sale, a real estate commission of \$4,530 (6% of the \$75,500 sale price, plus GST) be paid to Blair, Blanchard, Stapleton Limited (Sales Representative John Gallagher), who acted in this matter; and,
- (d) That a Notice may be registered on Title advising of the Region's requirement for a 3.0 metre (9.84 foot) dedication along King Street East, as a condition of redevelopment; and,
- (e) That the Purchaser may be required, on or before closing, to enter into a Building Encroachment Agreement with the Region, and the Purchaser be responsible for all conditions, costs and fees; and,
- (f) That the Purchaser acknowledges that the owners of the lands to the west (315/317 King Street East) share the use of an access staircase at the rear of 319/321 King Street East and agrees to accept title, subject to the existence of said staircase; and,
- (g) That the City Clerk be authorized and directed to execute and issue a Certificate of Compliance in the form prescribed pursuant to Section 193 of the Municipal Act incorporating the following:

- (i) That satisfactory notice has been given to the public of the intended sale; and,
- (ii) That an appraisal of the fair market value of the real property intended to be sold was obtained on 1998 April 21.

BB. REFERRAL BACK FROM CITY COUNCIL - Declaration of Surplus Property/Sale - 177 Sherman Avenue North

- (a)
 - (i) That 177 Sherman Avenue North be declared surplus to the requirements of the City of Hamilton in accordance with Real Property Sales Procedural By-law 95-049; and,
 - (ii) That the Real Estate Division be authorized and directed to sell this property in accordance with the Real Property Sales Procedural By-law; and,
- (b)
 - (i) That an Offer to Purchase under Power of Sale under mortgage for the property at 177 Sherman Avenue North for the price of \$50,000, executed by 805726 Ontario Inc. (Mike Valvasori, President), dated 1998 March 25, be accepted. The said land has an area of 728.4 square metres (7,841 square feet) more or less, being Lot 15 on Registered Plan 245 in the City of Hamilton, said transaction scheduled to close 1998 June 23. Funds derived from this sale less commission be credited to Account Centre CH 00115 (Reserve for Contingency); and,
 - (ii) That the required deposit cheque in the amount of \$5,000 be held by the City Treasurer pending Council approval; and,
 - (iii) That the Offer be approved subject to clauses which state:
 - (1) That the Vendor consents to the Purchaser, at their sole expense, to make application to the Assessment Review Board - Ministry of the Attorney General, appealing the assessment on the subject property prior to closing and the Vendor agrees to sign any required documentation for that application and to do all things reasonably necessary in support of it; and,
 - (2) That the Purchaser acknowledges that the closing of the herein transaction is not conditional upon the successful completion of said assessment appeal. The Purchaser shall be required to close the herein transaction regardless of the status of the appeal; and,
 - (3) Upon closing, the Purchaser agrees to immediately proceed to fix up the facade of the building in an aesthetically pleasing manner; and,
 - (4) That the Vendor agrees to this transaction being assigned to City Kidz (or as they may otherwise incorporate themselves for the purpose of this transaction); and,
 - (iv) That upon successful completion of this sale, a real estate commission of 6% of the sale price be paid to Blair, Blanchard, Stapleton Ltd. (Robert Miles, Agent), who acted in this matter; and,

- (v) That the City Clerk be authorized and directed to execute and issue a Certificate of Compliance in the form prescribed pursuant to Section 193 of the Municipal Act incorporating the following:

- (1) Satisfactory notice has been given to the public of the intended sale; and,
- (2) An appraisal of the fair market value of the real property intended to be sold was obtained on 1998 April 7.

CC. HAMILTON HARBOUR COMMISSION

That the City's Sub-Committee on Harbour Issues (Mayor R. Morrow, Alderman B. Charters, Alderman C. Collins), as well as the City Solicitor, be authorized to attend and make a presentation before the Senate Hearings on The Canada Marine Act, Bill C-9 being held in Ottawa on Thursday, 1998 April 30th.

8. OTHER BUSINESS

ADDED - Appointment - Hamilton Public Library Board - The Hamilton-Wentworth District School Board

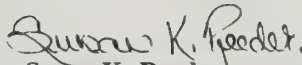
That Archie McQueen be appointed as The Hamilton-Wentworth District School Board representative on the City of Hamilton Library Board for a term to expire 2000 November 30th.

9. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,

ALDERMAN D. WILSON, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE


Susan K. Reeder
Secretary
1998 April 21

1998 April 28

Appendix "A" referred
to in Section 4 of the
TWELFTH Report of
the Finance and
Administration
Committee for 1998

TERMS OF REFERENCE

SOCIAL AND ECONOMIC IMPACTS FOR CHARITY GAMING CLUBS THE CITY OF HAMILTON

Prepared by the Planning and Development Department
April 1998

1998 April 28

WHY ARE WE DOING THIS STUDY?

Concerns have been raised by the City with respect to the establishment of permanent charity gaming club(s). The Finance and Administration Committee, at its meeting of January 20, 1998 heard a delegation on the issue of charity gaming clubs. The Committee recommended that:

- "a) the Province be advised that the City of Hamilton is opposed to the establishment of permanent charity gaming clubs (charitable casinos); and,
- b) staff be authorized and directed to bring back a Terms of Reference for a study on the social and economic impact of a casino operation in the City of Hamilton."

City Council, at its meeting of January 27, 1998, approved an amended resolution to the Finance and Administration Committee to include:

- "c) staff prepare a by-law prohibiting the installation of electronic gaming machines; and,
- d) this by-law be presented to the next Finance and Administration Committee"

BACKGROUND:

It is a widely held view that casinos generate both social/economic costs and opportunities of the community in which it is located. Because of this view, many studies have been conducted in the United States and abroad, as well as Canada identifying those impacts. Many of the studies deal with large casinos, such as the ones in Niagara and Windsor.

- Differences between Casinos and Charity Gaming Clubs

- casinos are on a larger scale (i.e. Niagara, Windsor) and have a permanent site and are run 24 hours a day. There are several different games of chance including roulette wheel, slot machines, card games (i.e. blackjack), Wheel of Fortune. They are regulated by the Province (Minister of Trade, Economic Development, Trade and Tourism) through the Ontario Casino Corporation.
- charity gaming clubs are the newest form of gambling location. There will be a permanent site for this use which will operate 24 hours a day. Video lottery terminals will be permitted in conjunction with the charity gaming club facility.

1998 April 28

The facility is expected to have a maximum of 40 table games and 150 VLT's and is approximately one tenth the size of the Niagara type casinos.

The differences in the operation between a "casino", "charity gaming clubs" and a "monte carlo event" are the duration of the event, the location of the use, the type of games played, the use of slot machines or VLT's, betting limits, number of table games and/or machines and the provincial regulations. **Charity gaming clubs are one tenth the size of provincially run casinos.**

- Ontario Experience

On November 19, 1996, Bill 75 - The Alcohol, Gaming and Charity Funding Public Interest Act received Royal assent. The Act merged the Liquor Licence Board of Ontario, the Gaming Commission of Ontario and some regulations under the Liquor Control Board of Ontario to form a new Commission titled the Alcohol and Gaming Commission.

The two most notable issues raised by the introduction of Bill 75 are: the introduction Video Lottery Terminals (VLT's) and the phasing out of temporary Monte Carlo events and the replacement with 44 permanent charity gaming clubs throughout the Province. The Province states:

"The Charity Gaming Club initiative is intended to address limitations and deficiencies that inhibit effective, efficient regulation of the gaming activity represented by the existing "roving" monte carlo events." (excerpt from Request for Proposal - Charity Gaming Club Project)"

This new Commission (once Bill 75 is proclaimed) also will control video lottery terminals. The Act defines it as follows:

"'Video Lottery' means a lottery scheme conducted and managed by the Corporation and operated on or through a video lottery terminal;"

"'Video Lottery Terminal' means a machine or device that allows a person to play a lottery scheme upon payment of money where that play may result in the receipt of a credit that can be redeemed for further play or money."

VLT's will be permitted in conjunction with the permanent charity gaming club. The Province is still reviewing the possibility of allowing them in hotels, restaurants, etc on a stand alone basis.

On February 17, 1997, the Province indicated there would be 44 charity gaming clubs within the Province and potentially, there are three sites within the Hamilton/Burlington/Oakville area.

1998 April 28

- Zoning Regulations

By-law No. 97-073 was passed by City Council, at its meeting of April 23, 1997:

- to define the terms "charity gaming clubs", "table games" and "video lottery terminals";
- to permit a "video lottery terminal" only in conjunction with "charity gaming club"; and,
- to permit the above uses within the following zoning districts:
 - "I" (Central Business) District;
 - "CR-3" (Commercial-Residential) District
 - "H" (Community Shopping and Commercial, etc.) District;
 - "HI" (Civic Centre Protected) District; and,
 - "J" (Light and Limited Heavy Industrial) District.

that are within the downtown district **only**.

- Building Permits

A building permit has been issued for a site in Jackson Square. In addition, there are two additional sites where building permit applications have been received but no permits have been issued to date.

- Focus of the Study

The social impacts are generally identified as having negative rather than positive impacts on the community. Most of the concerns centre around the effects that gambling, particularly problem gambling has on the family, the cost to the health care system, the cost to business community in terms of lost productivity,

Economic impacts have been both positive and negative in terms of the spinoff effects in the local community as well as the larger community.

1998 April 28

TERMS OF REFERENCE

PURPOSE: The purpose of the study is determine what social and economic impacts on the community of Hamilton result from a permanent charity gaming club.

OBJECTIVES: For the purposes of this study, "community" is defined in general terms and includes both people and businesses.

The objective of the economic impact statement is outline what economic opportunities and costs are for groups such as the City, local businesses, charities and people.

The social impact component will look at the social opportunities and costs, with particular emphasis on residents of the City and the clients of the charity gaming club.

QUESTIONS TO BE ANSWERED What are the economic opportunities and costs to both the City as a whole and the downtown area? More specifically,

- Jobs: number of jobs created, where and what type?
- Tourism: Do charity gaming clubs (or casinos of a similar size) increase the potential number of tourists in the City?
- Other entertainment facilities With the introduction of another form of entertainment, what would the impact be on other entertainment facilities (i.e. Copps, Theatre, Convention Centre, etc.)?
- Business Growth/Decline: Do new types of businesses within the community establish or cease as a result of the charity gaming clubs (or a casino of a similar size)?
- Local Businesses: What are the positive and negative economic spinoffs for the businesses (i.e. hotels, restaurants) in the surrounding area?
- Local Charities: Without the benefit of charity gaming clubs how do the charities raise money and what would be the losses? What are the impacts on other gambling activities (i.e. bingos, nevada tickets)

1998 April 28

- Municipal Costs: What are the costs to the municipality for such services as policing, lighting, etc.?

What are the social costs to the City? More specifically,

- Availability of Gambling: Does the availability of gambling have an increase on the number of pathological gamblers (i.e. problem gamblers) ?
- Impacts on families: What are the impacts on the families, friends etc. by gamblers?
- Cost to the Health Care System: What is the cost to the health care system for treating gamblers and their families?
- Increase in crime: Does the presence of a gambling establishment increase the amount of crime in the City and in particularly the downtown area? Particular reference should be made to drugs, prostitution and number of break and enters. Are there new types of crime introduced into the community?
- Impact on Surrounding Area: What are the impacts in terms of noise, traffic etc. on adjacent areas?

**WHAT
RESOURCES
ARE NEEDED**

A review of the current literature dealing with small casinos, socio economic profile of gamblers, frequency of gambling, per capita expenditures, age of person spending money in casinos in relation to all gambling forms, crime rates should be undertaken. In addition, a survey of what other municipalities are doing would be important.

**WHO SHOULD DO
THE STUDY**

The study should be undertaken by a consultant that has expertise in the area of economic and social impact. Alternatively, an agency, such as the Social Planning and Research Council, in conjunction with McMaster University, may do this study. The Planning and Development Department, does not have the in house expertise, nor is it likely other Departments do.

**WHO IS THE
CITY LIAISON**

The Planning and Development Department could coordinate the completion of the study with assistance from such other Departments as Regional Community Services, Economic Development and/or the Health Department.

1998 April 28

TIMING

The anticipated time for completion could be 6 months to a year depending on the expertise of the consultant and the complexity of the study.

COST

Estimated to be about \$20,000.

CITY OF HAMILTON
- RECOMMENDATION -

B.

DATE: 1998 April 24

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer of the City of Hamilton

Allan C. Ross

SUBJECT: Supply and Delivery of Annual Supplies for 1998

RECOMMENDATION: That purchase orders be issued for the supply and delivery of annual supplies for various City departments as and when required during 1998 in accordance with specifications issued by Purchasing, and Vendors' tenders, to those suppliers listed in this report and to be financed through various approved accounts.

(a) Aggregates

	<u>Supplier</u>	<u>Material</u>	<u>Unit Pricing</u> Tractor Trailer	<u>Unit Pricing</u> Tri-Axle Tandem
(i)	Cayuga Materials	Granular "A"	\$ 7.49	\$ 8.49
(ii)	Redlands	Granular "A"	8.00	9.50
(iii)	Taro Aggregates Ltd.	19mm Clear	9.00	9.00
(iv)	Cayuga Materials	9.5mm Chips Washed	11.65	12.65
(v)	Taro Aggregates Ltd.	53mm Clear	9.00	9.00
(vi)	Redland Quarries	#8 Dust Suppressed Grits	31.25	31.75
(vii)	Flamboro Quarries	Athlete Field Lime	14.95	15.55
(viii)	Cayuga Materials	9.5mm Crusher run	7.49	8.49
(ix)	Redland Quarries	19mm Crusher Run	8.00	8.50
(x)	Cayuga Materials	53mm Crusher Run	7.49	8.49
(xi)	Vinemount Quarries	Rubble Stone	9.75	9.75
(xii)	Vinemount Quarries	75-200mm Gabion Stone	11.00	11.00
(xiii)	Cayuga Materials	9.5mm Screenings	7.95	8.95
(xiv)	Redland Quarries	9.5mm Screenings	8.00	8.50

Note that all prices are on a per tonne basis. GST and PST extra where applicable.

(b) **Mixed Portland Cement Concrete**

(i)	<u>Sidewalk, Curb & Roadway Concrete</u>	<u>Delivered</u>	<u>Picked Up</u>
	1. Dufferin Concrete Products	\$103.25	\$ 93.25
	2. Lafarge Construction Material	98.75	91.00
	3. Hamilton Ready Mix	116.50	100.00
(ii)	<u>Unshrinkable Fill</u>		
	1. Dufferin Concrete Products	52.00	45.00
	2. Blue Circle (CBM)	48.00	no quote
	3. Lafarge Construction Material	58.00	53.00

Note that all prices are on a cubic metre basis.

(c) **Asphaltic Concrete and Bituminous Materials**

(i) Asphalt Surface Course (H.M.3)

1.	Capital Paving	picked up	\$ 42.50
2.	Lafarge Construction Materials	picked up	43.75
3.	Cayuga Materials & Construction Co. Ltd.	picked up	44.25

(ii) Asphalt Binder Course (H.M.5)

1.	Cayuga Materials & Construction Co. Ltd.	picked up	\$ 43.00
2.	Lafarge Construction Materials	picked up	43.50
3.	Capital Paving	picked up	44.50

(iii) HLS030 Hot Lay, HL-3(HS) Asphalt

1.	Cayuga Materials & Construction Co. Ltd.	picked up	43.50
2.	Capital Paving	picked up	44.75
3.	Lafarge Construction Materials	picked up	44.00

(iv) Cold Laid Stockpiled Patching Material

1.	Lafarge Construction Materials	picked up	\$ 62.50
2.	Capital Materials	picked up	48.75

(v) Cold Laid Stockpiled Patching Material

1.	Lafarge Construction Materials	delivered	67.50
2.	Capital Materials	delivered	51.25

(vi) Premium (Permanent) Asphaltic Concrete Patching Mixture QPR2000

1.	Cayuga Materials		picked up	\$ 48.75
2.	Cayuga Materials	QPR2000 Fine	picked up	68.00

(vii) Premium (Permanent) Asphaltic Concrete Patching Mixture QPR2000

1.	Cayuga Materials		delivered	\$ 48.75
2.	Cayuga Materials	QPR2000 Fine	delivered	75.00

Note that all prices are on a per tonne basis unless otherwise noted.

GST and PST extra where applicable in all sections.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Sufficient appropriations are available in the 1998 current budget and the 1998 portion of the capital budget to purchase those annual supplies required for regular maintenance activities and the undertaking of specific projects with each department.

BACKGROUND:

On an annual basis, the City of Hamilton Purchasing Department undertakes co-operative tenders for various commodities utilized during the year. All tenders were advertised resulting in the receipt of 32 various bids. The various vendors were chosen based on the lowest price and/or their proximity to the job site. These vendors were selected in conjunction with the user departments.

These commodities are used in the day-to-day operations of various park and road maintenance.

In the past, each individual department would submit a report to Council recommending the awarding of these annual supplies. This report combines all the individual departments' requirements so that only one report is necessary each year.

The following are the approximate dollars that were spent in 1997 for each commodity:

A.	Aggregates	\$549,000.00
B.	Mixed Portland Cement Concrete	\$529,000.00
C.	Asphaltic Concrete and Bituminous Materials	\$956,000.00

CR/jw

C.

CITY OF HAMILTON
-RECOMMENDATION-

DATE: 1998 April 28th

REPORT TO: Alderman D. Wilson, Chairman & Members,
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary,
Finance and Administration Committee

SUBJECT: Information Items

RECOMMENDATION:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Correspondence - FCM - response to the City of Hamilton resolution regarding the Multilateral Agreement on Investment (MAI) - letter dated 1998 April 17th
- (b) Correspondence - Ministry of Municipal Affairs and Housing - Conference "Making it Work" - Wednesday, 1998 May 20th, Sheraton Parkway Hotel, Richmond Hill - letter dated 1998 April 15th
- (c) Correspondence - Regional Clerk's Office - Community Services and Public Health Committee - Central-West Ontario Environmental Tobacco Smoke Study Final Report - letter dated 1998 March 5th
- (d) Recommendation - Commissioner of Public Works and Traffic to the Transport and Environment Committee - Advertising Practices of the former Hamilton Parking Authority - report dated 1998 April 23rd

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The above-noted documents have been sent out to members of the Committee and the applicable staff for information purposes, and are being formally presented to the Committee in order to be officially received. Approval of this recommendation to receive these documents will ensure that the circulation procedure followed for these matters is recorded.

URBAN/MUNICIPAL
CAY ON HBL AUS
C51F31
1998



URBAN MUNICIPAL

MAY 19 1998

GOVERNMENT DOCUMENTS

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1998 May 19th
1:30 o'clock p.m.
Room 233, City Hall

Susan K. Reeder, Secretary
Finance and Administration Committee

A G E N D A

1. CONSENT AGENDA

2. CITY SOLICITOR

Proceedings arising from disposal of materials from 231 Gage Avenue North

3. CITY CLERK

- (a) Transfer of Licence Inspector
- (b) Repairs to Properties acquired through the Tax Sale Process

4. TREASURER

- (a) Accounting for Properties Acquired by the City through the Tax Sale Process
- (b) 1997 Financial Report
- (c) Supply and Delivery of Office Supplies - Various Departments
- (d) Financing - Parks Equipment (copy to follow)
- (e) Financing of Replacement of Boilers - City Hall

5. **REFERRAL FROM CITY COUNCIL**

Correspondence - Business Realty Taxes

6. **FIRE CHIEF**

Requested Information Report - Recycling Concerns

7. **COMMISSIONER OF HUMAN RESOURCES**

Baby Friendly Workplace

8. **H. E. C. F. I.**

Parking Associated with H.E.C.F.I. Facilities

9. **BUILDING COMMISSIONER**

(a) Barrier Free Design Modifications - Canadian Football Hall of Fame - 58 Jackson Street West - Design-Build Contract

(b) Salvage and Second Hand Goods Businesses

(c) Barrier Free Design Modifications construction contract: Hamilton Place Parking, 80 Main Street west; Convention Centre Parking, 80 Main Street West; York Boulevard Parkade, 32 York Boulevard; Fire Department Administration Building, 55 King William Street

(d) Taxi Fare Increases

10. **IN CAMERA AGENDA**

11. **OTHER BUSINESS**

12. **ADJOURNMENT**

2.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 8

REPORT TO: S.K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: Proceedings Arising from Disposal of Materials from 231
Gage Ave. North

RECOMMENDATION:

- a) That City Council provide authorization to retain independent counsel to represent the City in proceedings arising from the disposal of materials by the Hamilton Fire Department, removed from 231 Gage Ave. North; and
- b) Pursuant to the Indemnification By-law, that City Council provide independent counsel to represent staff and the Alderman named in the above proceedings.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

A number of appeals and actions started (detailed below) will require response by the City, with some possibility that they should be combined. The number of actions and proceedings pending, and the naming of Law staff in the proceedings, prevents the use internal counsel.

A number of City staff have been named personally in these actions, and the indemnification by-law previously approved by Council allows indemnification of damages or costs.

Discussions have been held with Treasury Department staff concerning appropriate funding source for any costs related to these actions and appeals. Given that Council has specifically authorized funding related to the actions at 231 Gage, Treasury concurs that it would be appropriate for related defence costs to be charged to the accounts previously authorized for 231 Gage.

BACKGROUND:

On March 10, 1998, Council approved Item 2 of the Eighth Report of the Finance and Administration Committee, as follows:

- (a) That City Council authorize the expenditure of \$290,000 to provide for additional temporary storage of the combustible contents removed from the building located at 231 Gage Avenue North and the subsequent disposal of the stored materials in accordance with City Council purchasing policies,
- (b) That City Council authorize the plan for disposal of the materials as outlined in the proposed draft of the motion in the Appendix, attached herewith and marked Appendix "A,
- (c) That the cost to provide additional temporary storage of the combustible contents removed from the building located at 231 Gage Avenue North at an estimated amount of \$290,000 be financed from the Reserve for Contingency, Account Centre No. CH 00115, and
- (d) That the Reserve for Contingency be reimbursed on the receipt of recovery of the cost from the landowner.

The Court subsequently approved the plan for disposal mentioned above, and recent council approvals dealt with public tender processes and awarding of contracts for sale and disposal.

Discussion:

Sale and disposal of materials originally approved by the Fire Safety Commission is complete. Costs are being tallied, and will be ordered against the owner of 231 Gage Avenue North under the Fire Protection and Prevention Act, 1997.

Before disposal could be carried out, the 1215546 Ontario Ltd. and Ted De Wildt obtained a court ordered stay of the disposal based upon his attempted compliance and the loss of stock in trade, being the contents of 231 Gage and the fact that he was appealing the Fire Safety Commission order. The City responded by moving for an order lifting the stay, based upon the failures to comply with the Fire Safety Commission's terms, to bring the appeal of the Commission's order, and to provide for other storage or disposal of materials. On February 12, 1998, the Court granted the City's request to lift the stay on disposal, on the condition of getting court approval of the method of disposal. The City then moved on March 12, 1998 for that approval, based upon Council's March 10, 1998 approval (above), and was successful. The court granted an order on the terms requested, with costs. Much of the content of the March 12, 1998 order was consented to in Mr. De Wildt's affidavit and by his lawyer in Court, with argument focusing on proceeds of any sale and legal costs.

However, 1215546 Ontario Ltd. and Mr. De Wildt without their lawyer, commenced appeals of both the February 19, 1998 order (lifting the stay of disposal) and the March 12, 1998 order (allowing sale and disposal of the combustible contents), claiming in part his lawyer should not have consented even in part to the order of March 12, 1998, and served a motion seeking leave to appeal. Materials in the appeal of the March 12, 1998 order will require a response or extension within two weeks. As well, 1215546 Ontario Ltd. and Mr. De Wildt has supplied a copy of a Notice of Action in a civil claim against the City, various City staff and third parties, seeking damages. The Notice of Action has been issued by the Court, but has not been served upon the City with the required claim. A similar step was taken by 822928 Ontario Inc. and

Mike Lewicki, an apparent officer of that corporation which had contracted with Mr. De Wildt for sales or storage of materials. They also provided the City with a Notice of Action against the City and various City staff and third parties seeking damages and which did not include the actual claim, along with a Notice of Motion seeking possession of vinyl which did not include supporting materials. The City would have to respond to these claims when they are served with the Notices of Action.

The tender process established the value of the combustible contents were low, or negative when storage costs were taken into account. No proper bid was received for purchase aside from a small amount sold, which generated \$2000 in revenue. A small amount of vinyl material was removed by another prior claimant, but in doing so ignored terms and charges set by the City. This claimant or his agents may be liable to the City for this act, but the economics or strategy of such an action will require further advice and consideration of the storage costs saved through removal. The remainder had to be disposed of to limit costs. The Order to Pay Costs under the Fire Protection and Prevention Act, 1997 allows a further appeal by the owner. All materials were removed from the City's possession by April 23, 1998, at a cost below the \$290,000 approved by Council on March 10, 1998.

The Notice of Action by 1215546 Ontario Ltd. (the owner of 231 Gage N.) and Ted De Wildt names as defendants; the City, the Fire Chief, Fire Department staff J. Winn, J. Verbeek, and F. Biancucci, Law Department staff P. Barkwell and R. Sabo, Alderman Wilson, and a number of third parties, claiming in part malice and damages in carrying out the sale and disposal. The second Notice of Action from 822928 Ontario Inc. and Mike Lewicki includes as defendants; the City, Fire Department staff J. Winn, Law Department Staff R. Sabo, and although not a legal entity capable of being sued, "the City of Hamilton Fire Department", and a number of third parties.

The Ministry of Solicitor General and Correctional Services, whose jurisdiction includes the Ontario Fire Marshal, have been supplied with copies of the various pending proceedings along with a request to take action and assume or contribute to the costs involved. We have assumed carriage of this matter, but it has always been the position of the City that we are acting as agents for the Fire Marshal.

cc A. C. Ross, Treasurer

cc W. H. Shoemaker, Chief, H.F.D.

3. (a.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 7

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Transfer of Licence Inspector

RECOMMENDATION:

That an additional Licence Inspector be transferred to the Building Department as part of the reorganization of the City Clerk's Department recently approved by City Council.

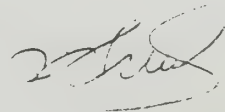
FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

An additional budget base of \$56,810 will be transferred to the Building Department 1998 current budget from the City Clerk's Department 1998 current budget.

BACKGROUND:

City Council on 1998 April 14 approved a reorganization of the City Clerk's Department, a portion of which transferred responsibility for Establishment and Mobile Licences to the Building Department along with the staff currently assigned to that responsibility. Our report made provision for two inspectors to remain in a restructured lottery section reporting to the Manager of Administrative Services.

A further, more detailed review of the establishment and mobile licencing function within the Building Department and a similar review of the lottery administration function within the City Clerk's Department have led both departments to the view that the transfer of an additional Licence Inspector to the Building Department is required.



.cc L. King, Building Commissioner
J. Johnston, Commissioner of Human Resources

3. (b.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 6

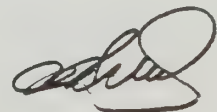
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Repairs to properties acquired through the
tax sale process

RECOMMENDATION:

- (a) (i) That the City Clerk be authorized and directed to ensure that required emergency repairs are carried out to maintain the minimum property standards on properties acquired through the tax sale process; and,
- (ii) That the City Clerk be authorized and directed to make repairs to tax sale properties where the repairs are beyond the minimum requirement as long as the costs of said repairs can be justified on a business case scenario and subject to Committee and City Council approval; and,
- (iii) (1) That the City Clerk be authorized and directed to prepare a proposal call in order to retain a Property Management firm(s) which will manage surplus City properties when necessary during the transition of being sold; and,
- (2) That notwithstanding this policy, if there is an existing Property Management firm in place upon the City obtaining title to a particular property, the City have the option to retain the existing firm in order to utilize their services; and,
- (b) That the City Treasurer recommend the means of funding for said repairs to properties acquired by the City through the tax sale process.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The amount of funds required for repairs are unknown as the number and condition of the properties are unknown.

BACKGROUND:

As a result of the City of Hamilton receiving title to properties via the tax sale process, the City has been placed in a position of inheriting properties for the most part that are in a poor run down condition. Presently, the Real Estate Division upon getting title immediately proceeds to secure the premises, clean the interior and exterior garbage and in the case of an occupied structure interview tenants, and involve the Building Operations and Maintenance Division of the Culture and Recreation Department to make sure the heating and electrical systems are working properly.

Since there was no formal system in place to charge expenses or credit revenue, a meeting was held with representatives of the Treasury Department, Culture and Recreation Department and City Clerk's Department to discuss how we could deal with these tax sale properties. The Building Operations and Maintenance Division and the Real Estate Division do not have the necessary funds in their respective budgets to carry these needed repairs on these tax sale properties.

All regular City properties are maintained by the Building Operations and Maintenance Division on a proactive basis, however, tax sale properties are only held on an interim basis until they are sold. The majority of the tax properties require so much work that to bring them completely up to standard would not be cost effective as the repair costs could exceed the market value.

We are respectfully recommending that general repairs and maintenance be carried out at the discretion of the Manager of the Real Estate Division and that any major repairs required will only be carried if cost effective. An example of this type of situation is 1063-1071 Barton Street, it is tenant occupied, the roof requires major repairs as it leaks into the tenant's area. The Maintenance Division carried out minor roof repairs at a cost of \$5,000. The roof completely repaired would cost \$150,000 which is in excess of the market value of the property and in this case we would not recommend repairing the entire roof as the expenditure would not increase the market value sufficient to recover the cost expenditure nor would it dramatically effect the marketability of the property.

In regards to the Property Management portion of our recommendation, it is our intent to only retain a Property Management firm in the case of the larger commercial and residential properties (ie. 606 Aberdeen Avenue, 625 Greenhill Avenue). The majority of properties can be dealt with by Real Estate Division staff, however, if several larger type properties vest with the City all at once (via tax sale) then this influx of properties would tax our already limited resources.

MCJW/nw

c.c. J. G. Pavelka, P. Eng., Chief Administrative Officer

A. Ross, Treasurer

A. Ross, Treasurer

Attention: T. Daw

R. Fair, Director of Culture and Recreation

R. Fair, Director of Culture and Recreation

Attention: R. Swan

D. Lobo, Commissioner of Public Works and Traffic

Attention: H. Milsome

4. (a)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 13

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Accounting for properties acquired by the City through
the tax sale process

RECOMMENDATION:

- 1) That revenue and expenditure accounts be established within the accounts of the Real Estate Division of the Clerk's Department to detail costs incurred for maintenance and general repairs and the rents received on properties acquired by the City through the tax sale process.
- 2) That the net surplus/deficit for the maintenance of these tax sale properties be transferred annually to the Reserve for Property Purchases.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

No impact on the current budget since the net costs are charged to the Reserve for Property Purchases

BACKGROUND:

Under the provisions of the Municipal Tax Sales Act, a tax arrears property which is not redeemed within the one year period following tax registration is offered for sale by public tender. If there is no successful bidder, the City acquires the property upon the registration on title of a Notice of Vesting. It is subsequently declared surplus to the City's requirements if there is in fact no municipal requirement and steps are taken to dispose of it in accordance with the Real Property Sales Procedural By-Law.

Many of the properties acquired through this process are in poor condition and in need of repair. The Real Estate Division often incurs costs initially for securing the premises, cleaning up garbage, inspecting the heating and lighting systems on tenanted properties, etc. There are also ongoing general repairs and maintenance which are required to bring the

properties up to standard as well as major repairs which have to be considered together with utilities costs as they are incurred.

The Building Operations and Maintenance Division provides funds in the current budget for the maintenance of all regular City owned properties. However, the amount required for repairs and maintenance to tax sale properties acquired by the City cannot be budgeted for in advance because the number and condition of these properties are unknown. Furthermore, they are normally held by the City only on an interim basis and the length of time required to dispose of them varies in each individual case depending on market conditions.

In order to account for the costs associated with these properties and to allow the Building Operations and Maintenance Division to proceed expeditiously with required repairs and maintenance, staff are recommending that revenue and expenditure accounts be set up within the Real Estate Division's accounts to record costs that are incurred and rents that are received during the year for tax sale properties. The net amount of the surplus/deficit from these operations will be transferred annually to the Reserve for Property Purchases.

c.c. J. Schatz, City Clerk
R. Fair, Director of Culture and Recreation
P. Noé Johnson, City Solicitor

4. (b.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 13

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: 1997 Financial Report

RECOMMENDATION:

- (a) That the 1997 Financial Report (attached) be approved.
- (b) That the City Treasurer publish the required 1997 Financial Information, based on the audited Report, in the Hamilton Spectator within the next 60 days.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Annually the Treasurer is required to prepare and present to Council a Financial Report of the municipality. The attached report has been prepared by management and audited by the City's external auditors.

Financial Highlights:

The Consolidated Financial Statements of the City of Hamilton (City) are the representation of management and are prepared in accordance with the accounting policies prescribed for Ontario Municipalities by the Ministry of Municipal Affairs as set forth in the Municipal Financial Handbook. The Statements have been audited by MacGillivray Partners, Chartered Accountants. They have provided an opinion, free of any qualifications, that these statements present fairly, in all material respects, the financial position of the City as at December 31, 1997. The following is a brief outline of each statement:

1. Consolidated Financial Statements.

The consolidated statements reflect the assets, liabilities, sources of financing and expenditures of the current fund, capital fund, reserve and reserve funds and include the activities of all committees of Council and all boards and municipal enterprises which are under the control of City Council (see note 1 to the Consolidated Financial Statements).

In February, of 1998, the current fund net surplus was \$18,316. This is the net surplus after making the following distributions from the 1997 available surplus to various funds as approved by Council i.e.

1. \$412,000 to the Road & Sidewalk Improvement Programme,
2. \$395,000 to the Parking Authority to offset Parking Authority revenue losses due to the Downtown Free Parking initiatives,
3. \$35,000 to the Reserve for Hosting Special Dignitaries, and
4. \$235,616 to the Work-In-Progress account to cover costs incurred in the Plastimet fire by various Departments.

On June 24, 1997, City Council approved a policy for the financing of capital projects and determined an annual review of available funds. This policy replaces the previous method of financing through the issuance of external debentures to finance from the reserve and reserve funds. Therefore, the funding of the 1997 capital projects was significantly financed from drawing down from various reserves and reserve funds including the net requirement of internal financing of \$8,935,000 from the reserve for the replacement of mobile equipment. Also, contractual obligations and contingent liabilities increased by a net amount of \$3.3 million. For these reasons, the balance of reserve funds shows a reduction of approximately \$19.5 million from the previous year.

2. Trust Funds

Trust funds and their related operations, administered by the City, are not consolidated but are reported separately on the Trust Fund Statement of Continuity and Balance Sheet. A separate audit and opinion is provided by the Auditors.

3. The Hamilton Entertainment and Convention Facilities Inc. (H.E.C.F.I.)

Although the HECFI financial information is included in the Consolidated Financial Statements they are also prepared separately, by the management at HECFI and audited by MacGillivray Partners. As approved by City Council, the excess of revenue over expense was transferred to the appropriate HECFI capital and current reserves (see HECFI Note 6).

4. The Hamilton Public Library Board (H.P.L.)

As with HECFI the Hamilton Public Library financial information is included in the Consolidated Financial Statements and are also prepared separately, by management at HPL and audited by MacGillivray Partners. The excess of revenue over expenses is \$197,771.

5. The Parking Authority of the City of Hamilton

The financial information of the Parking Authority is also included in the Consolidated Financial Statements and is prepared separately by the Authority's management and audited by MacGillivray Partners. The net operating profit, excluding debt and loan, for the operations was \$235,482. The total accumulated debt and loan amounted to \$3.1 million. There is a cost-sharing arrangement between the City and the Provincial Ministry of Government Services with respect to the loss incurred by the Underground Garage. The province's share of that loss has been appropriately reimbursed.

6. Other Financial Reports

Other financial reports including, The Hamilton and Scourge Foundation Inc. (Pages 51 to 54), Hamilton Housing Company Limited (Pages 55 to 61), The Hamilton Municipal Retirement Fund (Pages 62 to 69), Hamilton Hydro Electric System (Pages 70 to 78), Municipal Non-Profit (Hamilton) Housing Corporation (Pages 79 to 88) are also reflected in the Financial Report for 1997. All of these are prepared by the management of the various organizations and audited by MacGillivray Partners, Chartered Accountants.

Note: The audited report for the BIA's will be forwarded to Committee at a later date.

Mr. Wm. M. Cashion, the partner responsible for the City audit, will be present at the meeting should any committee member have any questions with respect to the audit. The annual management letter will be presented to the Committee and Council in July.

In conclusion, I would like to take this opportunity to express my appreciation for the excellent effort and co-operation of Mr. M.B. Chandrashekar, Supervisor of Accounting, and his staff for the co-ordination and preparation of the Financial Report, I would also like to thank Mr. L.J. Leuser, Director of Finance & Administration at HECFI, and Mr. B. Guise, Administrator at the Hamilton Public Library, for the preparation of their respective statements. I also express my appreciation to Mr. Wm. M. Cashion and Mr. L. Celli of MacGillivray Partners for the professional manner in which they have conducted this audit.

4. (a.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 12

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Supply and Delivery of Office Supplies - Various
Departments

RECOMMENDATION:

That a purchase order be issued to Grand and Toy, Hamilton, to supply and deliver office supplies to various departments for a period of one (1) 12-month term with an option in favour of the City to renew for two (2) 12-month terms, being the lowest of four proposals received, in accordance with a Request for Proposal issued by the Purchasing Department and Vendors Proposal, and be financed through various approved Office Supplies Accounts.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Analysis of this proposal was based on the evaluation of predetermined criteria which included pricing, ability to service and an automated accounting system. Grand and Toy received the highest number of total points on the above-mentioned criteria and are the lowest total price. Staff have checked on the company's references and are satisfied as to its ability to adequately service our account. This proposal was called by the City on behalf of the Hamilton-Wentworth Co-operative Buying Group and includes the following agencies: The Region of Hamilton-Wentworth, Hamilton Street Railway, City of Stoney Creek, The Hamilton-Wentworth Catholic District School Board, Town of Flamborough, Wentworth Libraries, Hamilton Public Library, Town of Ancaster, Hamilton Region Conservation Authority, and Hamilton-Wentworth District School Board. This recommendation is endorsed by all of the above mentioned agencies.

CRITERIA	Points	Corp Express	Grand & Toy	Today's	Basics
Core Price List (35 points awarded to the lowest total -deduct 1 point for every % difference)	35	\$135,778.04 15.8 (deduct 19.2 points)	\$109,720.08 * 35	\$142,720.17 11.9 (deduct 23.1 points)	\$115,765.47 29.8 (deduct 5.2 points)
Discount off catalogue price (20 points awarded to the highest discount -deduct 1 point for every % lower)	20	50% 20	48% 18 (deduct 2 points)	50% 20	50% 20
Contract System per specifications	20	20	20	20	20
Delivery delivered in company vehicle and personnel	10	10	10	10	10
Other Next day delivery -ordered during 9 - 5 Toll free phone/fax Warehouse Location	10	9 received by 3:00 p.m. YES MISSISSAUGA	10 received by 6:30 p.m. YES DON MILLS	10 received by 6:00 p.m. YES SCARBOROUGH	10 received by 6:00 p.m. YES WATERLOO
Prompt Payment Discount (1 point for every % discount)	5	2 2 per cent	0 no discount	0 no discount	2 2 per cent
TOTAL POINTS	100	76.8	93	71.9	91.8

*totals are estimated yearly expenditures for city - \$66,815 and region \$42,902

4. (e.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 13

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Financing of Replacement of Boilers - City Hall

RECOMMENDATION:

- (a) That the authorized gross cost of Replacement of Boilers - City Hall, the combined Account Centre No. CF 319741037, be increased by \$85,000 from \$245,000 to \$330,000; and
- (b) That the additional cost of \$85,000 be financed by the Reserve for Capital Projects, Account Centre No. CH 00203.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

As above.

BACKGROUND:

The details of the project is outlined in the letter of R.L. Fair, Director of Culture & Recreation Department dated 1998 April 27 and approved by Council on May 12, 1998.

NRA:jc

c.c. R. Fair, Director of Culture & Recreation

OFFICE OF THE CITY CLERK
MEMORANDUM

5.

TO: Susan K. Reeder, Secretary
Finance and Administration Committee

YOUR FILE:

FROM: Mr. J. J. Schatz
City Clerk
Office of the City Clerk

OUR FILE:
PHONE: 546-2727

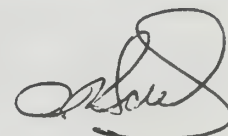
SUBJECT: Referral - Correspondence -
Business Realty Taxes

DATE: 1998 May 13

Please be advised that City Council at its meeting held Tuesday, 1998 May 12th were in receipt of correspondence from the owner of RWT Pharmacy Limited (operated as Shoppers Drug Mart, Centre Mall) with respect to Business Realty Taxes.

This correspondence was referred by City Council to the Finance and Administration Committee for consideration.

Attached herewith for presentation to the Committee is a copy of this correspondence.



OFFICE OF THE CITY CLERK	
MAY 05 1998	
REC. BY <u>ed</u>	DATE
REF'D. TO	DATE
REF'D. TO	DATE
REF'D. TO	DATE
ACTION: <u>FOR CITY COUNCIL</u>	
<u>WITH REF TO</u>	
<u>FIN & ADM Com</u>	

Mr. Wayne Touzel, Owner
 RWT Pharmacy Ltd.
 Centre Mall
 1227 Barton Street East
 Hamilton, Ontario
 L8H 2V4
 549-2408 (b) 388-7859 (h)

April 28, 1998

Mr. J. J. Schatz
 City Clerk
 71 Main Street West
 Hamilton, Ontario
 L8P 4Y5

Dear Mr. Schatz:

Re: Business Realty Taxes

I am the owner of RWT Pharmacy Ltd. (operated as Shoppers Drug Mart, Centre Mall) and I have just been provided with some very grave information passed on from the landlord at Centre Mall regarding the proposed increase in the business realty taxes by the City.

The landlord has told me that I will have to pay an increase in these taxes of over 80%. This represents an astounding increase in realty taxes of over \$60,000.00 per year to my business.

I also understand that banks, office towers, non-mall businesses, etc., and most importantly my direct competitors, may be facing no increase or equivalent decreases in their realty taxes. A sudden tax increase of this size will pose a serious risk to my business and to over 40 employees who work for me.

I believe the City should support a single commercial tax rate that treats all retailers equitably and that it is unfair that I should be asked to subsidize my competition.

I understand the Provincial Minister of Finance has allowed for caps, phase ins and other methods to lessen the impact on my business and I would ask that the City:

- support a single commercial tax rate that treats all retailers fairly
- support the 2.5% cap and maximum phase in period for increases

As this is a most important matter for the business community in the City of Hamilton, I would ask that this matter be referred to the appropriate Standing Committee or to the Committee of the Whole for consideration.

I trust that every consideration is given with respect to this matter and anticipate a reply in this regard.

Yours truly,

A handwritten signature in cursive script, appearing to read 'Wayne Touzel', written in dark ink.

Wayne Touzel, B.Sc.Pharm., B.Sc.Biochem
Owner, Shoppers Drug Mart
Centre Mall
(Resident of Ward 7)

cc Mayor Robert M. Morrow
Alderman Dave Wilson, Ward 4
Alderman Geraldine Copps, Ward 4
Alderman Terry Anderson, Ward 7
Alderman Bill Kelly, Ward 7

CITY OF HAMILTON

- INFORMATION -

6.

DATE: 1998 May 4

REPORT TO: S. K. Reeder, Secretary
Finance and Administration Committee

FROM: W. H. Shoemaker
Fire Chief



SUBJECT: Recycling Concerns

BACKGROUND:

On 1998 January 26, the Hamilton Fire Department presented a report to the Finance and Administration Committee regarding on-going enforcement activities at 231 Gage Avenue North. At this meeting, staff were requested to identify areas of concern that exist with respect to recycling operations, with a primary focus on fire violations.

Recycling and waste handling is a growing business which, when conducted properly, can economically turn waste materials into useful products while reducing the quantities of materials that are land-filled. Storage of large quantities of some materials presents new and unique hazards which must be addressed for safety reasons and unfortunately, economic conditions can encourage some operators on a receiving fee basis to stockpile large quantities of waste materials in unsafe warehouses which deteriorate for lack of maintenance and their lands are often in tax arrears.

A mixture of recycling, waste handling and processing facilities exist in Hamilton in various forms. Some are composed of warehouse type operations which store materials for resale to recycling processors, third world countries and other specialized markets. Others, process incoming materials (grinding, shredding, separating and extruding operations) and sell the processed products to assorted markets.

At the present time, the only existing tracking mechanism tied to a regulatory process for recycling operations is the Ministry of the Environment's Certificate of Approval process. However, Certificates of Approval are not required by all waste handling, recycling and processing operations. The criteria for Certificate of Approval applicability is administered by the Ministry of the Environment and is dependent upon whether something is or is not characterized as a waste as per the Environmental Protection Act. The well known Plastimet and

Equitrade properties are examples of business operations where a Certificate of Approval was not required. Plastimet's existence became known due to a Certificate of Approval application (later found not to be required by the Ministry of Environment) and knowledge of Equitrade's existence was due to a Hamilton Fire Department inspection program in the area. Both cases indicate the clear need for a regulatory tracking mechanism to control these businesses and ensure they are safe before they start up operations and become established. While inspections may be "after the fact" in terms of controlling the locations and start up of operations, information and findings resulting from them can be shared with other regulators to assist in "tracking" these businesses and applying applicable safety requirements.

Following the 1997 July 9 Plastimet fire, much attention has been focused on recycling and waste handling operations by many agencies and levels of government.

The Ontario Fire Marshal prepared a report entitled "Protecting The Public and The Environment by Improving Fire Safety at Ontario's Recycling and Waste Handling Facilities". The Solicitor General received this report on 1997 August 20 and directed that an Inter-ministerial Steering Committee, comprised of representatives of the Ministries of Municipal Affairs and Housing, Environment, Health and Labour be established to review the Fire Marshal's twelve (12) recommendations (copy attached as Appendix "A") and prepare a strategy for their implementation. The Steering Committee has apparently completed its task and their findings are due to be released soon with the expectation of some solutions for controlling and protecting fire risks at recycling and waste handling facilities.

At a local level, the City of Hamilton Project Team prepared a report entitled "Plastimet Fire Report." It contained six specific recommendations, several of which mirrored similar recommendations in the Fire Marshal's aforementioned report. The Project Team's report also noted that the circularization process for Certificates of Approval would be changed.

The following activities have occurred since the above noted reports:

- a) On 1997 October 14, City Council approved a new mechanism for the City's responses to the Ministry of the Environment's Certificates of Approval. The Director of Planning and Development is now responsible for circulation and coordination of City departmental comments on proposed and/or amended Certificates of Approval forwarded by the Ministry of the Environment for properties located within the City of Hamilton. These comments are consolidated in a Recommendation Report to the City's Transport and Environment Committee. It is anticipated this process will allow the City to better distinguish relevant issues and concerns within the City's jurisdiction and better address localized neighbourhood issues pertaining to zoning, planning, traffic, noise and fire safety matters. This process assumes that a Certificate of Approval is required and sought by the involved business.
- b) On 1997 October 14, City Council directed the formation of the Environmental Assessment Staff Advisory Committee (EASAC) to review staff recommendation reports

on proposed Ministry of the Environment Certificates of Approval prior to submission to the Transport and Environment Committee and to review environmental policy initiatives and recommendations originating from other agencies or other levels of government for consideration by the City of Hamilton. EASAC's activities will provide a multi-disciplinary review of environmental and safety matters.

- c) At the direction of the City's Planning and Development Committee, staff from the Planning, Building and Law departments have met to determine if an interim control by-law could be drafted which would regulate zoning, planning and licensing issues with respect to recycling and waste handling operations in Hamilton. The purpose of such a by-law would be to track, control, regulate and prevent future Plastimet and Equitrade type occupancies. This staff group will be submitting its findings in a future report to the Planning and Development Committee.
- d) Fire Chief W. Shoemaker responded on 1998 January 28 to the Association of Municipalities of Ontario's request for comments on the Fire Marshal's Report of 1997 August 20 (copy of response attached as Appendix "B").
- e) Until the Inter-ministerial Steering Committee's report and its findings are implemented by senior levels of government into revised regulations and policies, the Fire Marshal's Office has issued a Communiqué on 1997 October 23 entitled "Standards and Enforcement Options for Recycling and Waste Handling Facilities" (attached as Appendix "C"). This Communiqué contains enforcement guidelines/advice to the fire service on addressing risks and also noted some of the current Ontario Fire Code deficiencies for these businesses. The procedures and options outlined are those followed by the Hamilton Fire Department in enforcement activities at both the Plastimet and Equitrade properties.
- f) Fire Chief W. Shoemaker appeared at the initial meeting of the Solicitor General's Inter-ministerial Steering Committee on 1997 September 18 with a presentation on the Plastimet fire. He supported the twelve (12) recommendations of the Fire Marshal's Report with an emphasis on amending fire regulations to include specific requirements related to recycling operations, including but not limited to plastic recycling; effecting a Provincial regulatory tracking mechanism to identify new and existing facilities to fire departments and other concerned municipal parties; and, emphasized the need for a legislative mechanism, including establishment of a provincial contingency fund, to deal effectively with bankrupt properties where no responsible party can be tied to the property for enforcement actions and compliance resolution.
- g) The Fire Marshal's Office has been accessing various data sources within the province to identify known recyclers and waste handling facilities in the province. They have shared the resulting information with fire departments throughout the province to bring these sites to their attention for inspection purposes. All such sites brought to the attention of the Hamilton Fire Department were already known and had been recently inspected.
- h) All recycling and waste handling operations had inspections conducted within two months of the Plastimet incident to ensure compliance with the Ontario Fire Code. In addition,

the frequency of inspections for these businesses has been changed from their former industrial inspection frequency of every four years to yearly.

- i) The department's Fire Prevention Division conducted an industrial inspection blitz of the entire city on 1998 January 16 to 1998 January 20, which involved a check of all industrial type buildings greater than approximately 5,000 square feet in area. The blitz found no other unknown "Plastimet/Equitrade" type buildings or operations and all buildings identified as vacant were found secured against trespass. Information from the blitz is being used to update industrial occupancy lists and setting future inspection frequencies--yearly for recycling operations and every four years for other industrial occupancies. Since there seems to be a logical relationship between lands in tax arrears and deteriorating properties, the Fire and Treasury Departments are cooperating in an effort to focus enforcement attention on these properties. Frequency of Fire Department inspections of industrial buildings identified in the blitz will also be adjusted to occur more frequently for properties identified as being in significant tax arrears.
- j) The Hamilton Fire Department has initiated inter-agency work group meetings involving the Ministry of the Environment, Ministry of Labour, Building and Fire Departments. These agencies met on 1997 December 12 and 1998 February 6 to discuss and share information regarding recyclers and other "problem" properties in Hamilton. All agencies have agreed on conducting joint inspections of any future "problem" properties and to participating in additional meetings which will be scheduled every three to four months and on an ad hoc basis to ensure the inter-agency communication process continues.
- k) In cooperation with several associations and organizations, the Fire Marshal's Office is presenting one day seminars on preventing and responding to emergencies at recycling and waste management industries (refer to attached Appendix "D"). The Hamilton Fire Department is sending two members from its fire prevention and suppression staff to a seminar on 1998 May 7 and knowledge gained will be shared with other department staff. These seminars are likely in response to Recommendation 9 of the Fire Marshal's report of 1997 August 20.

From the actions noted above, it is evident that the Province is concerned about recycling and waste handling operations and is taking action on several fronts. The Hamilton Fire Department is optimistic that the soon to be released results of the Inter-ministerial Steering Committee will adequately address those concerns.

With the knowledge and frustrations gained from the Plastimet and Equitrade activities, the Hamilton Fire Department encourages and supports the actions taken to date and those in progress. The department has also sent correspondence to the Fire Marshal supporting and identifying needed legislative amendments to assist in dealing with recycling/waste handling operations and with the unique problems being experienced in dealing with the growing list of vacant/abandoned industrial properties. Included were the following suggestions and amendments:

- 1) Changes to the Fire Protection and Prevention Act (Section 35) to allow for cost recovery

of all actions taken by fire department staff when conducting special enforcement actions under the Act (eg. Equitrade security costs as per Fire Marshal's conditions on allowing closure of the building). The present procedural process places a huge unfunded liability on actions which are down loaded to the municipal level.

- 2) Support for all twelve (12) of the Fire Marshal's recommendations.
- 3) Amendment of the Fire Protection and Prevention Act to clarify the Act to ease compliance and clearing of properties and buildings by owners and enforcement staff.
- 4) Amendment of legislation or changes in administrative procedures which presently allows companies to insulate their directors/officers from liability and successful prosecution by virtue of "late-filing" effective change dates on corporate registrations with the Ministry of Consumer and Commercial Relations, Companies Branch. This "late-filing" ability can be abused and obstructs enforcement procedures.
- 5) Changes in legislation to allow for fewer appeal mechanisms. Allowing Provincial Offenses Court to grant Court Orders, in specified circumstances, immediately following successful prosecutions may be an avenue to explore.
- 6) Changes in the mechanism by which the Fire Safety Commission handles and responds to matters under their jurisdiction. Faster responses are needed for written communications and better worded decisions to avoid possible misinterpretations of intent (eg. Hamilton Fire Department still awaiting formal written notification of an appeal by Equitrade on a 1997 December 6 Fire Marshal's Order).
- 7) Support for the specific Ontario Fire Code amendments needed as outlined in the 1997 October 23 Fire Marshal's Communiqué.
- 8) Ontario Fire Code amendments are needed to address and specify proper enforcement actions on vacant industrial/commercial properties which are suspected to be environmentally contaminated and where the owners have initiated bankruptcy/insolvency proceedings.
- 9) Require that the Ministry of the Environment notify the City of all applications for waste handling whether a Certificate of Approval is needed or not. This should also encompass notification of all situations where an operation requires a Certificate of Approval but the operator has not applied for same.

In summary, disposal and recycling of combustible and waste materials do pose some unique fire, explosion and environmental risks when compared to other industries. Actions at both provincial and local levels have been taken and are continuing to address and minimize those risks. The City is doing everything it can given the current statutory and regulatory framework. The Province is reviewing a number of areas which may or may not result in an expansion of the legal mechanisms available to municipalities to deal effectively with industries which currently are not subject to the Certificate of Approval process or are exempt from that process via current regulations. The key appears to be in strengthening regulations to give enforcing bodies stronger

enforcement powers to deal with the "problem" operators and providing the ability to totally recover costs. Alternatively, these costs could be funded from a provincially established contingency fund which could be accessed by a municipality's enforcement body before/during enforcement actions.

WHS/JRW/bjr
attachments

cc J. Pavelka, Chief Administrative Officer
P. Noé Johnson, City Solicitor
V. Abraham, Director of Planning
L. King, Building Commissioner
A. Ross, City Treasurer

Office of the Fire Marshal



*Ministry of the
Solicitor General and
Correctional Services
Office of the Fire Marshal*

**PROTECTING THE PUBLIC
AND THE ENVIRONMENT BY
IMPROVING FIRE SAFETY
AT ONTARIO'S RECYCLING
AND WASTE HANDLING
FACILITIES**

O

F

M

August 1997

RECOMMENDATIONS

After analyzing and evaluating Ontario's existing legislation, current enforcement strategies for compliance with fire safety requirements and the fire potential of storing hazardous materials or waste, as outlined in the Report's objective, the Fire Marshal offers the following recommendations. As these recommendations affect other ministries, the OFM undertook some preliminary consultation. If needed, further consultation will be undertaken with interested and affected groups. Some of the recommendations may require further study or dialogue, to determine the best method of implementation, or to examine alternative strategies to meet the same goals.

RECOMMENDATION 1

New recycling and waste handling facilities where a fire could have a significant impact on the environment, which currently require a Certificate of Approval under Regulation 347 of the Environmental Protection Act (EPA), shall meet the following conditions prior to startup:

- confirmation from the local municipality that the facility complies with local zoning by-laws and that these facilities are not in close proximity to schools, hospitals, correctional facilities, high density residential areas and similar sensitive sites, and
- confirmation from the local fire department that the facility is in compliance with fire safety requirements, including appropriate security measures, an approved fire safety plan, floor and site plans, an inventory of materials, and company personnel have been adequately trained in the fire safety plan and emergency procedures.

For existing facilities, which are regulated under Regulation 347 of the Environmental Protection Act (EPA), where a fire could have a significant impact on the environment, the above-noted conditions must be met within a maximum of 12 months as a condition of continued operation. Where facilities are located near sensitive areas, additional features may be required to further reduce risks.

The Certificate of Approval be subject to cancellation if the operator of the facility does not maintain significant fire safety requirements originally provided with the approval. Alternative enforcement mechanisms for regulating existing facilities and for dealing with existing non-compliance may need to be considered.

Rationale

Ministry of Environment and Energy (MOEE) has the mandate to licence certain facilities that have the potential for environmental damage.

Ensuring the waste handling facility is in compliance with applicable fire safety provisions, including floor and site plans and having an approved fire safety plan, before a business starts up will reduce the potential for fires to occur and minimize the impact should a fire occur.

Close proximity of such facilities to public buildings such as hospitals, schools, nursing homes and correctional facilities could pose a significant health and safety threat to the occupants, should a fire occur at a waste handling or recycling facility.

As vandalism and arson are significant concerns with these facilities, security measures will be a key provision that must be provided and maintained.

RECOMMENDATION 2

Recycling and waste handling facilities where a fire could have a significant impact on the environment that do not require a Certificate of Approval under Regulation 347 of the EPA, require similar identification and control measures, as outlined in Recommendation 1.

(Note: Facilities, similar to Plastimet, which process recyclable materials as defined in Regulation 347 under the EPA, are presently not required to obtain a Certificate of Approval. However, other requirements under the EPA apply. One mechanism that may be available to provide these identification and control measures is known as the Standard Approval Regulations. These regulations may be used to set out minimum requirements for these facilities.)

Rationale

Identifying these facilities and requiring them to satisfy certain control measures, would significantly enhance fire safety at these facilities and minimize any environmental impact from a fire

RECOMMENDATION 3

Examine the viability of establishing a provincial contingency fund enabling fire officials to promptly take action, to reduce the risk to the public in the event of a fire, where the Fire Code Commission has authorized the work be done.

Rationale

In the absence of a contingency fund, the municipality would have to underwrite the costs associated with any necessary corrective action taken by them, to safeguard the public safety and the environment. This would discourage many municipalities, particularly smaller ones, from taking any action. It is intended this fund only be used in cases where the owner is unable or unwilling to accept responsibility and where a municipality meets the criteria for access to the fund (criteria to be developed).

Powers under the Fire Marshals Act have been used to correct significant hazards at tire storage facilities in Windsor and Orillia. These sites had the potential to significantly impact the communities.

In extreme cases, the Fire Marshal can close a building or premise where significant threats exist to public safety or the environment. The Fire Protection and Prevention Act, 1997 has now clarified the previous authority under the Fire Marshals Act to take appropriate action including the closing of a building or premises when a fire, if started, would seriously endanger the health or safety of any person or the quality of the natural environment for any use that can be made of it. In addition, if there is an imminent threat that would not be addressed by closing the building, other immediate corrective action may also be ordered to mitigate potential risks, such as posting a fire watch or removing certain hazardous materials.

RECOMMENDATION 4

Parts 3 and 5 of the Ontario Fire Code (OFC) be updated. In addition, Part 4 be added to address the storage and handling of flammable and combustible liquids.

(Note: The OFM has begun preliminary work on updating Parts 3 and 5 of the Ontario Fire Code. Work on Part 4 is nearly completed.)

Rationale

Appropriate revisions to the Ontario Fire Code, especially Parts 3, 4 and 5, would ensure all hazards were adequately addressed and the requirements clearly stated. Clearer and more detailed requirements would give owners much better direction, as to what is required of them, and would make enforcement easier and less expensive for the fire service.

Although flammable or combustible liquids were not involved in the Plastimet fire, there are numerous waste handling and other facilities storing considerable quantities of flammable and combustible liquids. These would have a serious effect on the environment if a fire occurred. To prevent a situation similar to the Plastimet fire from occurring at one of these facilities, it is important the Ontario Fire Code be amended to address these risks.

Consultations with the industry indicated fire safety measures should be based on risks associated with the materials being stored and processed, rather than by industry sector. Their concern was that they should not be economically disadvantaged when compared to their competition that process new materials. The National Fire Code treats these different materials equally based on risk. Adopting National Fire Code requirements, with appropriate amendments, will accomplish this objective within Ontario.

Changes to the Ontario Fire Code will include empowering the Chief Fire Official to accept alternative measures to the specific requirements, where an appropriate level of fire safety will still be maintained. This will remove an unnecessary barrier to the use of new technology or procedures.

RECOMMENDATION 5

Municipalities be allowed to retain fines from the prosecution of offences under the Fire Marshals Act or Ontario Fire Code.

(Note: Amendments to the Provincial Offences Act currently before the Legislative Assembly, will provide for fine-sharing between the Province and municipalities provided municipalities enter into required agreements. While this is not yet legislation, it is an indication of possible directions that address local municipal needs.)

Rationale

In Ontario, all fines are collected by the Province including fines from municipal prosecutions. An exception to this rule is found in the prosecution powers under the Building Code Act, where fines may be kept by the municipality.

Allowing the municipality to retain the fines from successful prosecutions will help defray the high costs of prosecution and encourage the municipality to pursue more inspection and enforcement functions. An enhanced and more vigorous enforcement program will encourage more owners to comply because they will know the probability of prosecution is much greater.

Although the total of all fines assessed during municipal prosecutions under the Fire Marshals Act and Ontario Fire Code, can range from \$200,000 to over \$400,000, an estimated 15% collection efficiency results in only \$30,000 to \$70,000 being collected per year.*

* (Fire Marshals Report to the Solicitor General - Public Fire Safety and Legislative Reform in Ontario)

RECOMMENDATION 6

Increase the fines for Ontario Fire Code violations from \$50,000 to \$250,000 for corporations.

Rationale

Courts appear to assess fines as a percentage of the maximums set out in the legislation. Therefore, increasing the maximum fine by a factor of five, will likely result in a typical Ontario Fire Code fine increase from \$200 to \$1000. In today's business milieu, modest fines are not a sufficient incentive for business owners to expend a larger sum to obtain necessary compliance; in other words, some owners may consider it a cost of doing business.

Under the Occupational Health and Safety Act, penalties upon conviction are set at not more than \$25,000 or 12 months imprisonment, for individuals and \$500,000 for corporations.

Under the EPA, a corporation convicted of discharging a contaminant, or not complying with an order, may be fined not more than \$200,000 on a first conviction, and not more than \$400,000 on each subsequent conviction.

This recommendation attempts to bring the Ontario Fire Code fine levels closer to those found in other provincial legislation. No change is proposed to the individual category of fines.

RECOMMENDATION 7

Consideration be given to making owners/directors personally liable and subject to fine or imprisonment, similar to provisions set out in other provincial legislation, where the company starts business or continues to operate without complying with the identification and control measures outlined in Recommendations 1 and 2. Upon conviction, the owners/directors be subject to a minimum fine.

Rationale

Holding the owners/directors of the facility personally liable to fines or a jail term, and imposing a minimum fine, will reduce the likelihood these persons can simply walk away from these sites, or hide behind protections afforded under business legislation. Directors and officers of corporations are held personally liable under other provincial legislation.

RECOMMENDATION 8

Training seminars be provided for crown attorneys and members of the judiciary to help them understand the importance appropriate penalties carry in preventing environmental fires.

Rationale

A few large fines will increase the incentives to owners to comply with the legislation. One method of achieving this is by increasing the awareness of crown attorneys and the judiciary, as to the importance of compliance with the Ontario Fire Code. Training seminars should help to achieve this objective.

RECOMMENDATION 9

The Office of the Fire Marshal in consultation with other ministries, fire services and the recycling industry, develop a training program for the recycling industry, municipalities, fire service and emergency responders. This program's objective will be to enhance their competence in dealing with legislative requirements, fire and environmental hazards associated with these products, fire safety plans, and preplanning.

Rationale

A comprehensive training program would help to alert municipalities, the fire service, other emergency responders and operators of recycling and waste handling facilities to:

- the special hazards associated with fires at recycling and waste handling plants,
- the legislative authority and requirements which must be met, and
- the safeguards which should be provided to prevent or mitigate the effects of such fires.

The program would also provide clarification as to the roles of the various enforcement agencies and the most efficient and effective means of achieving compliance.

A training program is needed to increase the awareness of the fire service with the complexity and degree of hazard so that they may better match enforcement options to the risk. These enforcement options may include the closing of a building or premises, when a fire would create a threat to public safety or the environment.

RECOMMENDATION 10

To enhance prevention activities, the Office of the Fire Marshal, in consultation with other affected and interested ministries, establish a protocol to co-ordinate enforcement activities and enhance information sharing.

Rationale

Coordinated enforcement would result in more effective and timely resolution of violations of critical fire safety requirements.

Although the primary responsibility for managing these fire risks lies with the municipality, there are times when it is appropriate that provincial authorities receive immediate notification, so that appropriate support mechanisms can be considered. Technical advice provided early in an emergency can make a key difference to the outcome.

This protocol will identify key provincial resources that may be made available to municipalities. For example, an inspector from the Ministry of Labour may identify, during the course of a regular inspection of a waste handling facility, violations of the Ontario Fire Code. This protocol would require the inspector to notify the local fire department and other affected ministries to achieve a coordinated enforcement action under the most appropriate and effective regulatory requirements.

RECOMMENDATION 11

Ontario's waste handling and recycling industry be encouraged to establish an industry-wide council to set industry codes of practice and foster good business practices.

Rationale

Getting the industry leaders involved in developing such codes of practice, that meet or exceed the requirements set out in the regulations, would enhance the professional image of this sector. This should help achieve voluntary compliance from within as opposed to it being forced on them. This approach will also set out the industry standards for protection of the public and environment, thus, establishing criteria to which due diligence may be evaluated.

This council could also become the forum for industry and relevant ministries to discuss areas of mutual concern. It may also lend perspective to the development of public safety policies.

Another benefit of these activities includes the long term reduction in the need for enforcement activities, by municipal or provincial agencies.

Preliminary consultation has resulted in an agreement in principal with three major industry associations and company representatives to this concept. As well, they indicated willingness to assist government in developing training programs and codes of practice.

RECOMMENDATION 12

Provide resources to research, investigate and provide technical support to local fire departments in the identification, risk assessment and management of public safety and environmental impacts of fire.

Rationale

Additional support to municipal fire departments could go a long way toward reducing risks to the environment and public. There is also a need for the Office of the Fire Marshal to conduct research and develop standards and evaluation criteria for the fire service, to assist municipal fire departments in the initial identification of major public safety or environmental concerns. Additional training programs for municipal fire services will facilitate interpretation of the regulations and identification of situations where referral to the OFM is advisable. This includes the review of proposed hazardous material storage facilities, and the review of existing sites to assess conformity with the Ontario Fire Code.

Investing in preventive measures has proven to yield dividends that far exceed the potential cost impacts of fires. Therefore, resource commitments to enhance prevention measures is an investment in Ontario's future.



City of
HAMILTON

W.A. (Wes) Shoemaker, B.Sc., MBA
Chief
Hamilton Fire Department

55 King William Street, Hamilton, Ontario, L8R 1A2
Tel. (905) 546-3341 / Fax (905) 546-3344

1998 January 28

APPENDIX "B"

Ms Joanne Meddaoui
Policy Advisor
Association of Municipalities of Ontario
Suite 1701, 393 University Avenue
Toronto, ON M5G 1E6

Re OFM Report - "Protecting the Public and the Environment by Improving Fire Safety at Ontario's Recycling and Waste Handling Facilities"

Dear Ms Meddaoui:

A copy of your letter dated January 21, 1998, which was forwarded to the City of Hamilton from the Chief Administrative Officer, of the Region of Hamilton-Wentworth, Michael Fenn, has been given to me for response.

The Hamilton Fire Department has already provided a preliminary response to the Office of the Fire Marshal on September 17, 1997 regarding the above noted report (copy attached). In addition we have made a presentation to the Inter-ministerial Working Group that was formed after the release of this report in order that they could better understand the problems encountered in dealing with recycling and waste handling facilities as evidenced by the Plastimet fire on July 9, 1997.

The City of Hamilton report on Emergency Preparedness Plans following the July 9th incident mention specifically our actions correlate to the recommendations in the OFM report.

In discussion with other Fire Chief's in Ontario we recognize that first and foremost, early identification of recycling operations within our communities and assurances that the proper safety measures are in place ahead of time will lessen the risk that these operations pose to the community. In support of this premise, recommendations one and two of the report broaden the application of the Environmental Protection Act to insure that MOEE approvals are required in more instances than presently required. Other pre-approvals should be mandated by the local municipalities such as licensing requirements to ensure these items are in place ahead of time. In regards to the establishment of a provincial contingency fund, we support this initiative. Recently the City of Hamilton encountered a situation in which it was required to undertake corrective actions to prevent the occurrence of a fire. Although the Fire Department undertook these actions as an agent of the OFM, the municipality has initially financed the costs associated with these actions. To date the accumulated cost has reached approximately \$275,000. The establishment of such a contingency fund would then assure that the local taxpayer would not have to bear the financial burden for these corrective actions.

contd...

We support revisions to the Ontario Fire Code that more specifically address the nature of recycling activities. The newly proclaimed Fire Protection and Prevention Act may require further amendments to address practical problems we have incurred in the most recent enforcement. To this end we along with our Law Department are working together with the Fire Marshal's Office and the Office of the Solicitor General. Please advise me whether additional information on this specific case and the hurdles we have encountered would assist you at this point.

We expect that harsher fines and penalties will assist the enforcement agencies in achieving compliance in a timely fashion. Further, the City of Hamilton is on record requesting remission of fines from the prosecutions of offenses under the Fire Protection and Prevention Act to the municipality in recognition of the Municipality's Fire Prevention staff and budget in enforcing the Code.

Training programs that are designed for the recycling industry, municipalities, fire service and emergency responders will help to enhance the competence of these agencies in dealing with legislative requirements, fire and environmental hazards associated with these products, fire safety plans, and preplanning.

The recommendations contained within the report are consistent with the OFM's belief that fire prevention and public education are a shared responsibility amongst all members of the community. Additionally, the scarce resources of a community are best deployed by focusing on fire prevention and public education programs. Although the recommendations that have resulted from this report are a step in the right direction, further action must be undertaken. Refinements to the legislation, the establishment of contingency funds, closer cooperation amongst a variety of stakeholders, and a commitment to take action will all ensure that our communities become safer places in which to live.

Thank you for the opportunity to provide you with these comments. Should you wish a different perspective on the Municipality's role or on proposed amendments to the Fire Protection and Prevention Act or the Provincial Offences Act feel free to contact the City Solicitor at (905) 546-4520 or for more information call me at (905) 546-3341.

Yours truly,



W.H. SHOEMAKER
Fire Chief

WHS/so
attach.

cc P. Noé Johnson
City Solicitor

bcc M. Fenn
Chief Administrative Officer
Region of Hamilton-Wentworth

J. Pavelka
Chief Administrative Officer
City of Hamilton

COMMUNIQUE

du commissaire des incendies

October 23,

Topic/Objet

No. 97

STANDARDS & ENFORCEMENT OPTIONS FOR RECYCLING AND WASTE HANDLING FACILITIES

(External Distribution)

The Office of the Fire Marshal (OFM) recently issued a report to the Solicitor General on measures to improve fire safety in recycling and waste handling facilities. The report was prepared following an industrial fire at a plastic waste recycling plant and is located on the OFM's web site at <http://www.gov.on.ca/OFM/recycle1.htm>.

The report contains several recommendations directed at improving fire safety at recycling and waste handling facilities. One recommendation is to update Parts 3 and 5 of the Ontario Fire Code to more adequately address the fire safety hazards associated with these facilities. The OFM has set up a Task Group to draft the appropriate revisions. Once finalized, this document will be submitted to senior levels of government for their consideration.

In the interim, and until a revised regulation is in place, we advise the fire service as follows when addressing risks associated with recycling and waste handling facilities:

Fire Safety Standard

Where the Ontario Fire Code contains provisions for addressing a fire safety activity or hazard but other codes or standards set higher standards, the Ontario Fire Code must be used. Other standards or codes may not be used to override the requirements of the Ontario Fire Code. Where the Ontario Fire Code does not specifically address an activity or hazard, other codes or standards, such as the National Fire Code, National Fire Protection Association (NFPA) standards, etc., may be used to determine appropriate measures. Some of the gaps currently in the Ontario Fire Code have been summarized in Appendix A, for your information.

Enforcement Options

(Note: References are made to the new Fire Protection and Prevention Act (FPPA), and corresponding references to the Fire Marshals Act (FMA) have been provided in *[italics]* for your information. The FMA remains in force until the FPPA has been proclaimed.)

Contraventions of the Ontario Fire Code should be dealt with as per established procedures; however, a number of options are available to achieve compliance with matters not specifically addressed in the Code:

- Article 2.1.2.2. of the Code may be used where activities that create a hazard are carried out in a building for which it was not designed. From a procedural stand point, non-compliance with this article should be dealt with as any other Ontario Fire Code infraction.
- A Fire Marshals Order may be issued under Subsection 21(1) of the Fire Protection and Prevention Act (FPPA) *[18(2) of the Fire Marshals Act (FMA)]*. If an individual fails to comply with the Order, an application may be made to the Ontario Court (General Division) under Subsection 32(1) of the FPPA *[18(24) of the FMA]*. Upon such an application, a judge may issue a court order requiring the individual to comply with the Fire Marshals Order; however, this court order may be appealed to Divisional Court.
- If a fire department believes that the work specified in the Order will be postponed for an unreasonable length of time while matters are resolved through the court system, and if failure to do the work will pose a serious threat to the health and safety of any person or the quality of the natural environment, then a fire department may apply to the Fire Safety Commission *[Fire Code Commission]*, under Subsection 33(1) of the FPPA *[18.1(1) of the FMA]*, for authorization to do the work themselves. Costs may be recovered from the owner at a later date.
- Where additional measures are necessary to protect the public or the environment from the effects of fire, the building may be ordered closed with the approval of the Fire Marshal under clause 21(2)(a) of the FPPA *[18(2)(d) of the FMA]*. Because this order may be appealed, closure of the premises using this option may not be immediate.
- If conditions warrant the immediate closure and evacuation of a building, fire departments can invoke clause 21(2)(b) of the FPPA *[18(9) of the FMA]* with the approval of the Fire Marshal. Unlike clause 21(2)(a), clause 21(2)(b) is not an order, and as a result, the same appeal rights do not apply with respect to the closing.
- Where a risk of fire poses an immediate threat to life, fire departments are permitted to take action under clauses 15(1)(a) to (g) of the FPPA *[18.3(1)(a) to (f) of the FMA]*.

Appendix A: Gaps in the Ontario Fire Code

- The Ontario Fire Code currently has no requirements relating to the storage of flammable and combustible liquids. However, Part 4, which is in the final stages of development, will deal with hazards associated with flammable and combustible liquids.
- Both Parts 3 and 5 are based on the 1980 National Fire Code and have remained unchanged (except for the addition of Subsection 3.5.3.) since the Ontario Fire Code was first published in 1981.
- In Subsection 3.3.2. all combustible storage is treated alike, with no consideration given to the actual degree of hazard presented by the material. In addition, there are no requirements for:
 - sprinklers, standpipe and hose systems
 - adequate water supplies for fire fighting
 - fire department access routes to the building
 - fire alarm systems
 - maintaining building security
 - fire safety plans, and
 - diking or other measures to contain fire water runoff
- The regulations do not apply at all if the storage is higher than 6.4 m (20.1 ft.). Therefore, where storage exceeds 6.4 m there are no requirements.
- Section 3.5 (except for Subsection 3.5.3.) also needs updating because there are no requirements for:
 - adequate water supplies for fire fighting
 - fire department access routes within the storage yard
 - fencing, lighting or other security features
 - fire safety plans, and
 - diking or other measures to contain fire water runoff
- Many recycling plants are less than 4 storeys in height and have low occupant loads, so there is no legal requirement for a fire safety plan.

To acknowledge the urgency of the situation, the FPPA allows this action to be taken immediately both without a warrant and without the Fire Marshal's approval. Once the immediacy of the situation has been alleviated, further remedial action can be taken through either Ontario Fire Code enforcement or by issuing a Fire Marshals Order, whichever is appropriate. It is important to note that action under Subsection 15(1) of the FPPA [18.3(1) of the FMA] can be taken independently of building closure.

Please note that all orders issued under Subsection 21(1) or (2) of the FPPA may be appealed to the Fire Marshal and the Fire Safety Commission. Where an order is appealed, Subsection 25(1) of the Statutory Powers Procedure Act specifies that the order is stayed (i.e. held in abeyance) until the matter is resolved, or until a higher authority orders otherwise. However, under Subsection 25(6) of the FPPA, the Fire Marshal is permitted to lift the stay where, in his or her opinion, the action is necessary in the interest of public safety. Similarly, the Fire Safety Commission may lift the stay on an order issued by the Fire Marshal. Procedures have been established to ensure that in the event of an appeal of an order issued under Subsection 21, the stay may be lifted promptly where public safety is placed at risk.

Finally, it is recommended that you seek the advice of the municipal solicitor prior to initiating enforcement activities.

For additional information, or if you require further assistance, please contact the appropriate OFM Regional Office.

Attachment

Disponible en français

COMMUNIQUE

du commissaire des incendies

Topic/Objet

February 24, 1998

No. 98-006

EMERGENCY PLANNING SEMINARS FOR THE RECYCLING AND WASTE MANAGEMENT INDUSTRIES AND RELATED STAKEHOLDERS

(External Distribution)

The Office of the Fire Marshal, in cooperation with the associations and organizations listed below, is presenting a one day "**PREPARE YOURSELF**" seminar on emergency planning for the Recycling, Waste Management and Processing Industries.

It is imperative that owners and operators, as well as representatives of fire services and municipal governments, learn more about effective fire safety planning to prevent and/or respond to emergencies occurring in such facilities.

Space is limited, so register early. A maximum of 2 people from each company or organization can attend at one session (where space permits). As noted, additional seminars may be arranged, based upon responses.

Please refer to the attached brochure and registration form for more details.

Association of the Chemical Profession of Ontario
Association of Municipal Recycling Coordinators
Canadian Association of Recycling Industries
Canadian Plastics Industry Association
Emergency Measures Ontario, Ministry of the Solicitor General and Correctional Services
Fire Fighters Association of Ontario
Human Resources Branch, Ministry of Environment and Energy
Insurers' Advisory Organization
Ministry of Municipal Affairs and Housing
Municipal Fire Services Instructors Association
Occupational Health and Safety Branch, Ministry of Labour
Ontario Association of Fire Chiefs
Ontario Automotive Recyclers Association
Ontario Municipal Fire Prevention Officer's Association
Public Health Branch, Ministry of Health
Ontario Professional Fire Fighters Association
Ontario Waste Management Association
Recycling Council of Ontario
Solid Waste Association of North America

attachment/

Disponible en français

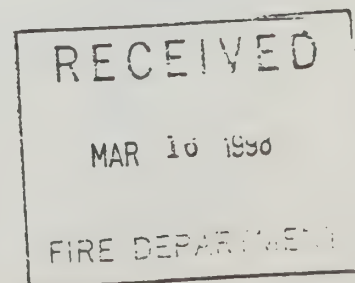


Ministry of
the Solicitor General

Office of
the Fire

Ministère du
Soliciteur général

Bureau du
commissaire



J. Winn



The Office of the Fire Marshal presents:



Prepare Yourself

A one-day seminar on emergency planning for the Recycling,
Waste Management and Processing Industries

Who should attend this seminar?

- recycling industry
- waste management industry
- other related industries
- fire service
- municipal officials
- warehousing and storage industry

What will you learn?

- How to develop an emergency fire safety plan
- How to prevent and respond to emergencies
- Your responsibilities and how the Ontario Fire Code applies to your facility

RECEIVED

MAR 16 1998

FIRE DEPARTMENT

When are the seminars?

April 16, 1998, 0830 to 1600 hours
April 23, 1998, 0830 to 1600 hours
May 7, 1998, 0830 to 1600 hours

Where will they be held?

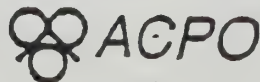
Windsor - St. Clair College, South Campus, 2000 Talbot Rd. W.
Belleville - Ramada Inn, 11 Bay Bridge Road,
Etobicoke (Toronto) - Sheridan College, North Campus,
205 Humber College Blvd.

*Sudbury (see reverse)

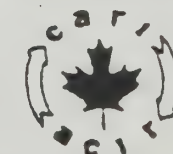
Why should you attend?

Many of these facilities have a potential for a large scale emergency. It is essential that owners and operators, as well as representatives from the fire service and municipal government, learn about effective fire safety planning to prevent or respond to emergencies in these facilities.

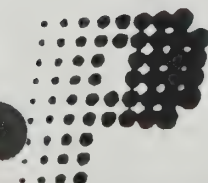
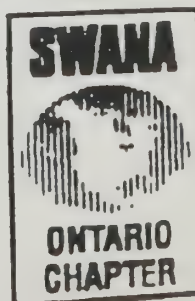
Please see reverse for registration information



ASSOCIATION OF
THE CHEMICAL
PROFESSION OF
ONTARIO



CANADIAN
ASSOCIATION OF
RECYCLING



Canadian Association
Plastique canadienne
Industry de l'industrie
Association des plastiques

Prepare Yourself

Seminar Registration Form

(space is limited to 2 persons per organization)

Cost of the seminar is \$25.00 per person, which includes lunch

I would like to register for the 'Prepare Yourself' Seminar in
ETOBICOKE

☐ Windsor ☐ Kingston ☐ ~~Etobicoke~~ ☐ *Sudbury (to be arranged)

☐ I am not able to attend at this time, but would be interested in receiving information about future seminars (please fax this form to: 416-325-3123)

Name: (1) _____ (2) _____

Organization: _____

Address: _____

_____ Postal Code: _____

Telephone: _____ Fax: _____

(You will receive confirmation of your registration by fax or mail based on the information you have provided.)

Please check appropriate boxes:

Industry type:

- ☐ Recycling
- ☐ Processing/Manufacturing
- ☐ Waste Management
- ☐ Fire Service
- ☐ Municipal Government
- ☐ Warehousing/Storage
- ☐ Other

Materials involved:

- ☐ metals
- ☐ plastics
- ☐ chemicals
- ☐ rubber
- ☐ wood and paper
- ☐ other (please specify)

Cheques should be payable to: "ACAATO" (Association of Colleges of Applied Arts & Technologies)
c/o Office of the Fire Marshal
5775 Yonge Street, 7th Floor
North York, Ontario M2M 4J1

Cheques and registration forms must be received by March 27, 1998

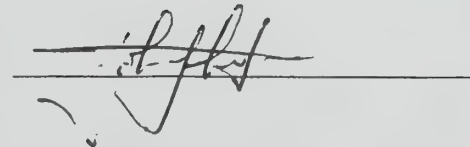
7.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 12

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: John Johnston
Commissioner of Human Resources



SUBJECT: Baby Friendly Workplace (C-010-98)

RECOMMENDATION:

a) That the following policy be adopted:

The City of Hamilton supports female employees who choose to continue breastfeeding upon returning to work from pregnancy/parental leave. It also supports encourages breastfeeding by members of the public using City premises.

b) That, if additional time is required for breastfeeding and/or expressing, employees be permitted to use lieu time where operationally possible; and,

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Financial

The cost to provide a private space for employees or members of the public to breastfeed or express breast milk is nil as there are many offices and meeting rooms that could be made available upon request.

Legal

It is quite likely that a refusal to make reasonable adjustments to permit female employees, or members of the public, to breastfeed on City premises would be considered as a violation of the Ontario Human Rights Code, on the basis that such a refusal constitutes discrimination on the basis of sex, in both employment and the provision of services, respectively.

BACKGROUND:

The Ontario Public Health Association (1996) recently published a position paper stating "that breast milk is the ideal exclusive food source for infants during the first six months of life when not medically contraindicated (and) that breast feeding should be promoted, supported and protected."

The advantages of breastfeeding, in terms of nutrition, immunity and the psychophysiological interaction between mother and infant are significant. Some of the advantages include:

- immunological protective factors for the infant
- unique nutritional makeup
- reduced infant nutritional allergies
- fostering of maternal attachment
- cost-savings
- less physically demanding than bottle feeding for premature babies
- decreased risk of Sudden Infant Death Syndrome
- reduced risk of breast and ovarian cancer in mother
- environmental/ecological safety¹

Benefits to the employer include:

- less absenteeism
- improved worker productivity
- improved morale
- less staff turnover²

Frequency and duration rates of breastfeeding in Canada and Ontario are well below the recommended level and rates in Hamilton-Wentworth are 8% below the average Canadian Rates.³ Providing information alone is not enough. Initiatives which focus on enhanced social support and public policy strategies which help to overcome institutional barriers to breast feeding may be more effective in increasing rates and duration.⁴

Guidelines developed by the Regional Public Health Department which support this policy are attached in Appendix "A". creating an environment that supports breastfeeding is an investment in the health of our present and future workforce and our community.

Report prepared by: Debbie Sheehan, Program Manager, Parent-Child, RPHD
Ruta Valaitis, Teaching Health Unit, RPHD
Jayne Parker, Employment Equity Officer, Human Resource Services

BIBLIOGRAPHY

1. & 4. Sheehan, D. (1996). Community Attitudes Regarding Breastfeeding: The Hamilton- Wentworth Experience
2. Ontario Public Health Association. (1996) Creating a breastfeeding friendly workplace. Toronto
3. Valaitis, R., & Sheeshka, J. (1995) Breastfeeding in Hamilton-Wentworth. Infowatch, 8(1), 1-4
4. Hefti, R. (1996). Breastfeeding: A Community responsibility. New York: UNICEF

NURSING POLICY AND PROCEDURE MANUAL

CHAPTER 03:	HEALTH CARE PROGRAMS
SECTION 01:	PARENT CHILD PROGRAM
SUBJECT 0?:	BABY FRIENDLY WORKPLACE

INTRODUCTION

The Hamilton-Wentworth Regional Public Health Department (RPHD) recognizes that breast milk is the optimal food for healthy growth and development of infants. The aim of this policy is to support and encourage women working and visiting the RPHD to continue breastfeeding. The RPHD promotes and supports breastfeeding and the expression of breast milk by employees who are breastfeeding when they return to work, and members of the public using our premises. All staff will ensure a welcome attitude toward breastfeeding infants at work, with no age limit regarding the breastfeeding child.

PROGRAM MANAGER:

The Program Manager will work with the breastfeeding employee to ensure:

- a flexible work schedule to accommodate breastfeeding and/or expressing (within the collective agreement and policies of the RPHD).
- provision of a clean, hygienic, comfortable, and private space for breastfeeding (with a door lock if possible)
- a comfortable chair with supportive arms (for breastfeeding) and a footstool
- a small table, chair, and access to an electrical outlet (for expressing breast milk)
- appropriate signage to ensure privacy (i.e., ROOM IN USE)
- a baby changing station or table (if the baby is brought to the workplace for breastfeeding)
- proximity to hand washing facilities
- parking permit/space to facilitate a timely return to work if parking is a distance from workplace (when breastfeeding is off-site)
- somewhere to store breast milk and related equipment

BREASTFEEDING EMPLOYEE/VISITOR:

The breastfeeding mother/employee will provide the necessary equipment for:

- the care of the baby at the workplace (i.e., articles for changing diaper)
- expressing breastmilk (i.e., pump used, containers for storing breastmilk, and means of keeping breastmilk cold if refrigeration is not available at the workplace - insulated bag or cooler with ice pack is a safe alternative)

Also refer to P&P: 03 01 0? "World Health Organization (WHO Code) of marketing breast-milk substitutes".

The following related resources are available in the nursing resource manual:

- Mother-Friendly Workplace Information Sheet (1995)

8.

-RECOMMENDATION-

APR 28 1998

MEMO TO: Mrs. Susan Reeder, Secretary
Finance Committee
The Corporation of The City of Hamilton

FROM: Patricia Bennett, Secretary
H.E.C.F.I. Board of Directors

DATE: April 28, 1998

SUBJECT: **PARKING ASSOCIATED WITH
H.E.C.F.I. FACILITIES**

RECOMMENDATION:

**THAT CITY COUNCIL BE REQUESTED TO TRANSFER TO H.E.C.F.I. THE
MANAGEMENT AND OPERATION OF THE FOLLOWING PARKING LOTS
DIRECTLY ASSOCIATED WITH THE H.E.C.F.I. FACILITIES LOCATED AT:**

- (i) **HAMILTON CONVENTION CENTRE UNDERGROUND PARKING
FACILITY LOCATED AT SUMMERS LANE;**
- (ii) **MUNICIPAL PARKING LOT LOCATED AT BAY AND KING;
MUNICIPAL PARKING LOT LOCATED AT CANNON AND BAY;
and**
- (iii) **MUNICIPAL PARKING LOT LOCATED AT NAPIER AND QUEEN.**


Patricia Bennett

FINANCIAL IMPACT:

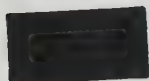
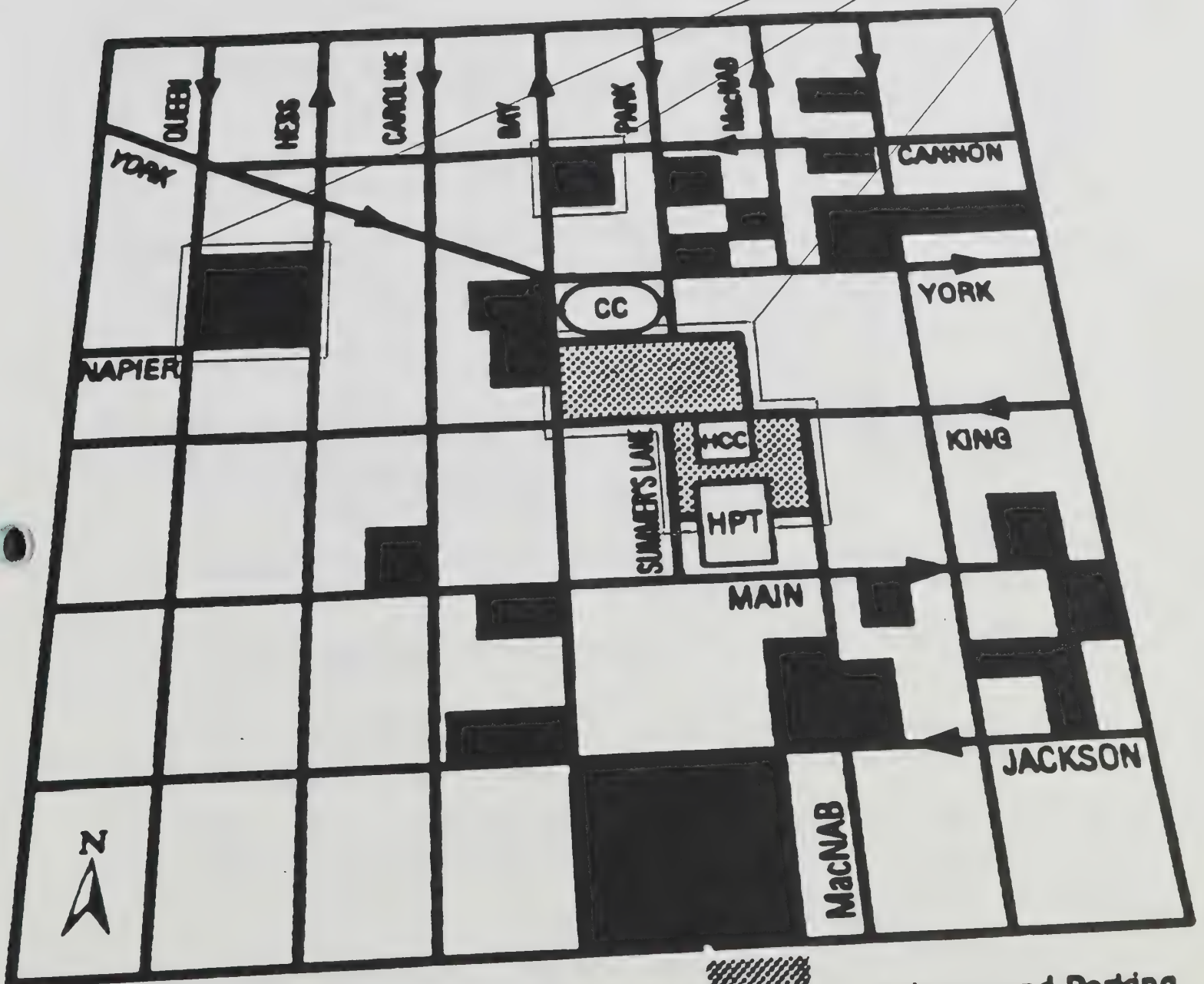
- In lieu of transferring the operation and management to H.E.C.F.I. of specific parking lots located in close proximity to H.E.C.F.I. facilities (and utilized to a large extent by H.E.C.F.I. patrons and production crews), the City's Management Team has agreed to consider H.E.C.F.I.'s 1998 request to Council for an increase of \$25,000. to its Special Events Subsidy Fund in order to offset delegate parking.

- In the past, management of the Parking Authority negotiated with H.E.C.F.I. for reductions in the cost of delegate parking on a per-event basis.

BACKGROUND:

- The H.E.C.F.I. Board of Directors approved the foregoing recommendation at its meeting held Wednesday, April 22, 1998.
- During its deliberations the Board concluded that revenue generated by the aforementioned parking lots is directly impacted by activity levels at the H.E.C.F.I. facilities.
- Duplication in management and operational issues respecting parking availability directly related to events could be eliminated by the transfer of the aforementioned parking lots to H.E.C.F.I.
- H.E.C.F.I. has historically been at a disadvantage in its negotiation for major trade shows and conventions because of associated parking costs. Clients often opt for centres where parking is either free or subsidized. In the past the Parking Authority has agreed to subsidization of parking costs to H.E.C.F.I. clients on a limited basis; however, the ability to offer unencumbered parking incentives to major clients would greatly enhance H.E.C.F.I.'s ability to negotiate events, as well as to provide for a reduction in administration processes.
- Ultimately, the ability to fulfill H.E.C.F.I.'s mandate to attract events and people to the City and the downtown core would be enhanced by its ability to mitigate parking costs. As well, administratively and operationally, parking arrangements associated with the H.E.C.F.I. events would be more efficient.

ABOVE/UNDERGROUND PARKING IN VICINITY OF HECFI FACILITIES



Above Ground Parking

CC

Copps Coliseum

HCC

Hamilton Convention Centre



HPT

Underground Parking
Hamilton Place Theatre

9. (a.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 1

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: L.C. King, P.Eng.
Building Commissioner

SUBJECT: Barrier Free Design Modifications
Canadian Football Hall Fame - 58 Jackson Street West
Design-Build Contract (98.2.4.2.1.A, 98.2.6)

RECOMMENDATION:

- a) That a design-build contract be awarded to Triple Crown Enterprise Ltd., 170 Shaw Street, Hamilton On L8L 3P7 in the amount of \$201,160, including GST for the Barrier Free Design Modifications to the Canadian Football Hall of Fame building at 58 Jackson Street West, Hamilton On (see attached Appendix A); and,
- b) That the Building Commissioner be authorized to carry an additional \$35,000 project contingency to cover unforeseen items which may arise during construction; and,
- c) That these expenditures be funded from the account: Barrier Free Design Modifications - CF 809453005; and,
- d) That a contract satisfactory to the City Solicitor be entered into between the City and Triple Crown Enterprises Ltd, 170 Shaw Street, Hamilton On L8L 3P7; and,
- e) That the Mayor and City Clerk be authorized and directed to execute the design-build contract in a form satisfactory to the City Solicitor.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Funds budgeted for this building	\$268,750
Less funds required by recommendations a) and b)	<u>\$236,160</u>
BALANCE	\$ 37,590

There are no staffing or legal implications.

BACKGROUND:

1. TENDER ANALYSIS

The tender analysis is attached in Appendix 'A' and lists in ascending order all five bidders. This is a design-build project and several meetings took place to clarify many and varied issues involved. The final price responds to all of the design issues and associated cost is included.

2. DESIGN

The design responds to the information provided in the project brief and number of meetings held between the project team and the design-build contractor to clarify several design issues. All major issues have been resolved in an exemplary team effort.

3. BARRIER-FREE DESIGN REVIEW

The design-build contractor is responsible to get the review comments prior to preparing a final design and construction.

LCK/MS/WKW

Attach

[illegible]

9. (b.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 8

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM:  L. C. King, P.Eng.
Building Commissioner 

SUBJECT: Salvage and Second Hand Goods Businesses (98.2.4.2.1.A,
98.6.2)

RECOMMENDATION:

That the City of Hamilton By-law 93-069, Schedule 17, respecting Salvage and Second Hand Goods Businesses, be amended to provide for the following:

- a) i) That any individual selling or trading second hand goods be required to produce some form of government issued identification and submit to either a video or photo identification; and,
- ii) That the video and photo identification be retained for 30 calender days for non-transient and resident Second Hand Goods dealers; and 60 calender days for transient and non-resident Second Hand Goods dealers; and,
- b) That the retention period for purchased or traded goods be increased from 14 days to 30 calender days; and,
- c) That only vendors selling or buying the following types of second hand goods be required to obtain a licence: jewellery, precious gems, time pieces, musical instruments, tools, coins, auto parts, cameras and electronic components; such as, stereos, televisions, CD players, fax machines, computer components; and,
- d) That all transient or non-resident Second Hand Goods dealers be required to apply for a licence at least 30 days in advance of opening for business and all goods purchased must be retained in the City of Hamilton for 60 days, at a location accessible during normal business hours; and,

e) That the following definitions be added:

- i) "electronic components" includes stereos, televisions, compact disk players, video players and recorders, facsimile machines, computers, video cameras, and their components;
- ii) "jewellery" means articles of personal adornment made in whole or part of silver, gold or platinum metal;
- iii) "salvage or second-hand goods shop or yard" means premises used for the collection, storage, or buying of used manufactured or processed goods, materials or parts, including automobiles or auto parts, whether or not they are further recycled, repaired or salvaged, and which in whole or part are sold or offered for sale by retail;
- v) "antiques" means furniture and other goods or articles commonly recognized as collectable because of their quality, value or age, and reproductions of such items, but not including jewellery, precious gems, time pieces, musical instruments, tools, cameras, camera components, or coins;
- vi) "works of art" means paintings, photographs, sculpture and other products of artisans commonly recognized as collectable because of their quality or value, but not including jewellery, precious gems, time pieces or coins; and

f) That the City Solicitor be authorized and directed to prepare a by-law, consolidating Schedule 17 with the above amendments, to repeal and replace Schedule 17.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The licence fee for a Salvage and Second Hand business is \$185 for a new applicant and \$135 for a renewal. In 1997, there were 138 Second Hand Good Shops licensed, generating approximately \$18,500 in licence fees.

The number of shops which will now require Second Hand Good licences cannot be determined until an inspection is completed of all existing licensed second hand businesses and merchandise. The deregulation of a number of these types of businesses will not only reduce City revenue but also the number of inspections required by the Hamilton-Wentworth Regional Police and City Inspectors. The Police Department will be responsible for the enforcement of these new regulations, if implemented.

BACKGROUND:

Recently, the Hamilton-Wentworth Regional Police undertook a survey of the Second Hand businesses within the Region. A large quantity of stolen goods was being sold to various pawn and second hand shops with little or no regulations to assist the Police in the recovery of this property or in identifying the sellers. During this process, the owners of these businesses were consulted. They were supportive of the need for a Regional By-law to regulate pawn and second hand goods shops and salvage businesses.

As a result of a request from the Hamilton-Wentworth Regional Police, a Regional Committee, comprised of representatives from each municipality and Police Services, was established to review the regulations of the various Second Hand Goods By-laws. The City of Hamilton, Town of Dundas, City of Stoney Creek and the Town of Ancaster have Second Hand Goods By-laws, while the Town of Flamborough and Township of Glanbrook do not.

Members of the Committee also agreed that the municipalities with Second Hand By-laws would request that their Councils amend its' By-laws, accordingly. Those municipalities, without a By-law, would request enactment of a Second Hand By-law, similar to Hamilton's, including the proposed by-law amendments.

These proposed recommendations would serve to:

- a) assist the Police Department in recovering stolen property,
- b) deregulate a number of Second Hand Good shops and
- c) lessen the financial burden of operators who deal in goods which are of no interest to the Police Department.

The recommendations were circulated to approximately 180 licensed second hand and salvage dealers for comment. Only eleven operators responded to this request. They felt that the increased retention period and requirement for photo identification would have a negative impact on the industry, either causing stores to lose business or forcing some operators out of business. The 30 day retention period would force some operators to have a larger storage area and could cause a cash flow problem. They stated that the photo identification system would be expensive to install and maintain. Concern was also expressed regarding the level of enforcement the Police would be able to provide.

DR\DB\kc

9. (c.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 4

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: L. C. King, P.Eng.
Building Commissioner

D. Lobo
Commissioner of Public works and Traffic

SUBJECT: Barrier Free Design Modifications construction contract:
Hamilton Place Parking, 80 Main Street W
Convention Centre Parking, 80 Main Street W.
York Boulevard Parkade, 32 York Boulevard
Fire Department Admin. Building, 55 King William Street
(98.2.4.2.1.A, 98.2.6)

RECOMMENDATION:

- a) That a construction contract be awarded to STF Construction Limited, 148 Stapleton Avenue, Hamilton, Ontario L8H 3N8 in the amount of \$277,866 including G.S.T. (see attached Appendix A) for the Barrier Free Design Modifications to the following three buildings:
- | | |
|------------------------|----------------------------------------|
| 55 King William Street | - Fire Department Admin. Bldg. |
| 32 York Boulevard | - Eaton's Centre Parkade |
| 80 Main Street West | - Summers Lane, Parking Services; and, |
- b) That the Building Commissioner be authorized to carry an additional \$50,000 project contingency to cover unforeseen items which may arise during construction; and,
- c) That these expenditures be funded from Barrier Free Design Modifications Account No. CF-809453005; and,
- d) That a contract satisfactory to the City Solicitor be entered into between the City and STF Construction Limited, 148 Stapleton Avenue, Hamilton, Ontario L8H 3N8; and,
- e) That the Mayor and the City Clerk be authorized and directed to execute the design build contract in a form satisfactory to the City Solicitor.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Funds budgeted for these buildings	\$381,250
less funds required by recommendations a) and b)	<u>\$327,866</u>
Balance	\$ 53,384

There are no staffing or legal implications.

BACKGROUND:

TENDER ANALYSIS

The tender analysis in Appendix 'A' lists in ascending order all six bids. Consultant Architects Svedas Koyanagi Architects have reviewed all bids and have recommended accepting the low bid of STF Construction.

Post tender clarifications revealed that the hardware for the security access system is not included in the base bid. This will allow the City to purchase this system from a variety of vendors in competitive pricing.

DESIGN

The design responds to the information provided in the project brief and number of meetings held between the end users and the architects.

During the design process the staff from, what was Parking authority, now Public Works, have reviewed the design and all major issues raised have been addressed in a team effort.

The Fire Department staffs have reviewed the design and have indicated their approval.

LCK/WW/MS/jn
Attach

c.c. W. H. Shoemaker, Fire Chief, Hamilton Fire Department

Appendix 'A'

BARRIER FREE DESIGN MODIFICATIONS

Parking Authority Buildings + Fire Dept. Admin. Building : Tender Analysis

RANK	CONTRACTOR	BASE BID	ITEMIZED PRICES		
		GST Included	Price #1	Price #2	Price #3
A	B	C	D	E	F
1	STF Construction	\$ 277,866.00	\$ 4,500.00	\$ 1,800.00	\$ 4,500.00
2	Sona Construction	\$ 298,300.00	\$ 3,745.00	\$ 1,410.00	\$ 3,515.00
3	James Kemp Construction	\$ 314,900.00	\$ 3,845.00	\$ 1,805.00	\$ 4,512.00
4	Frid Contracting	\$ 335,671.00	\$ 4,500.00	\$ 1,805.00	\$ 4,512.00
5	Bestco Construction	\$ 337,423.00	\$ 3,850.00	\$ 1,805.00	\$ 4,512.00
6	Lancing Construction	\$ 375,000.00	\$ 4,700.00	\$ 1,805.00	\$ 4,512.00
	Average	\$ 323,193.33	\$ 4,190.00	\$ 1,738.33	\$ 4,343.83

NOTES:

- Itemized prices 1 through 3 relates to credits

9.(d.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 14

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. L. King
Building Commissioner

SUBJECT: Taxi Fare Increase

RECOMMENDATION:

- (a) That the attached petition, requesting a taxi fare increase, be received and forwarded to the Taxi Advisory Committee for review; and,
- (b) That the registry of representatives for the Taxi Advisory Committee be convened for this purpose.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Additional work for staff

BACKGROUND:

The Taxi Advisory Committee is no longer a formal sub-committee of the Finance and Administration Committee. A registry of names of former members has been kept on file for future reference in the event that any taxi industry issues arise in the future that would require the input of these members. Members of this Committee represent a cross section of the Taxi Industry, including drivers, owners, taxi brokerages and citizen members. In the past, this Committee also consisted of two members of City Council. Attached herewith is a listing of this registry.

Taxi Advisory Committee

Composition:

- (a) Two members of City Council
- (b) A representative of each Taxi Brokerage (3)
- (c) Three Taxi Industry Professionals, who equitably represent the Taxi Industry in Hamilton and may be drivers, lessees, owners or representatives of the taxi organizations
- (d) Four Citizen representatives

Past Membership:

Alderman Don Drury, Chairperson
Alderman Fred Eisenberger, Vice-Chairperson
Robert Bourke (Taxi Industry Professional)
George Hutchinson (Taxi Industry Professional)
Paul Devlin (Taxi Brokerage Representative)
Sandra Lee Keiko Fukumoto (Taxi Industry Professional)
Dennis McIndless (Citizen representative)
Allan Quicke (Citizen representative)
Anthony Rizzuto (Taxi Brokerage Representative)
Marlene Thomas Osbourne (Citizen Representative)
Ronald Van Kleef (Taxi Brokerage Representative)
One Vacancy (Citizen representative)

We the undersigned respectfully request that the City of Hamilton raise the metered taxi fare by \$0.15 on the drop and by \$0.10 on the distance. We are making this request for an increase, the first since 1989, because our costs have risen substantially. Among those increases are substantially higher City of Hamilton licence fees, higher insurance costs, higher vehicle purchase costs and higher maintenance costs.

Butt Royle	CAB #192	#578-2837
IED TOMA	CAB 100	#
LOU SEGATO	CAB 283	# 588-5115
B PET	232	
Gayle	23	
John R. Barnett	CAB #192 NIGHTS	# 512 3168
Shabir Ahmed	CAB 164 NIGHTS	# 520-0034
John Induravi	#199	387-2493
Man Rossell	#06	
Man Rossell	#175	
Man Rossell	#48	
AMAR JHAJ	55 (41)	387 9373
SAADAT BUTT	CAB 291	574-7532
Bashir DSoble	CAB# 247	526-0869
Mr. Kamal	#64	528-8998
Dr. Singh	# 118	572-3593
Dr. Singh	# 93	
Dr. Singh	# 113	
Dr. Singh	# 103	
Dr. Singh	# 245	
Dr. Singh	# 274	
SHARIF SHAHID	#072	388-6254
Dr. Singh	#303	574-0584
Paramjit Singh	# 116	544-9801
Dr. Singh	# 34	560-3489
Donna Zabo	#172	560-3577
Dr. Singh	#244	
Dr. Singh	#181	524-1443
Dr. Singh	216	540-1375
Dr. Singh	#224	575-1840
Dr. Singh	# 78	574-2039
Dr. Singh	# 218	318 6838

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Name	Phone #	Cab #	If Any Signature
H. Sman	921-2232	41	<i>[Signature]</i>
m BERT	541-6417	55	<i>[Signature]</i>
HARINDER GILL	663-6324 578-4235	12	<i>[Signature]</i>
K. KOZAK	627-3899	114	<i>[Signature]</i>
VALEH	787-8880	262	<i>[Signature]</i>
MOHAMED H. NALYE	529-8982	#320	<i>[Signature]</i>
Kuljit Singh	526-0585 (5777179)	#116	<i>[Signature]</i>
Fahid H.	574-5497	#244	<i>[Signature]</i>
GURDEV GILL	544-9957	#041	<i>[Signature]</i>
David S.	574-0984	#303	<i>[Signature]</i>
Amir Dossou	561-2917	#233	<i>[Signature]</i>
Lej Rajul	517-7646	#178	<i>[Signature]</i>
Farid H.	516-1140	#116	<i>[Signature]</i>
BERNIE DESCHAMPS	389-6442	#110	<i>[Signature]</i>
Stephen	-	#62	<i>[Signature]</i>
Mohinder Singh	921-2522	#87	<i>[Signature]</i>
Indrajit Singh	921-2025	#87	<i>[Signature]</i>
Kabir	-	#320	<i>[Signature]</i>
Karim Abdulaziz	317-0911	#325 P.T.	<i>[Signature]</i>
BHUPINDER SINGH	388-7671	Customer	<i>[Signature]</i>
Joe - Mike	318-6252	Customer	<i>[Signature]</i>
Christine Fair	389-1841	Office	<i>[Signature]</i>
Dunse McMillan	388-1622	Office	<i>[Signature]</i>
ANDREA SKINNER	573-8512	Office	<i>[Signature]</i>
JIM BOKER	648-4838	"	<i>[Signature]</i>
Paul Pat	383-1542	"	<i>[Signature]</i>
Samir Dossou	574-1776	Office	<i>[Signature]</i>
McIntyre	583-5642	DISPATCH MANAGER	<i>[Signature]</i>
Wahid Chahine	574-2245	325-	<i>[Signature]</i>

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<u>DAVID REGGIMENT #287 (VETS)</u>			
ANDRE CADIEUX	151	Yellow	
Georgi Abdul Razaq	# 169	(VETS)	
Ray White	# 34	Blue	
Wanda Langer	# 255	Blue	
Steve Bels	# 37	Blue	
Wally Brown	# 236	Blue	
McGee	# 16	6 Vets	
Ray White	# 66		
George Langer	# 41	White Shift	
George Langer	# 254		
George Langer	# 267		
George Langer	# 26		
UMAIR SHARI	# 218	-	
Adrian Youngman	Adrian Youngman	# 216	
Ray White	# 96		
Ray White	# 34		
Ray White	131		
Ray White	69		
Ray White	304		
M. S. Baskin			
Daniel Bernier	Cal. # 20		
Archie	# 161		
George	# 116		
Will	# 170		
RONALD ALBERT	# 312		
Mike M. Langer	# 42		
Bulinder Singh	# 107	Lic. # 7354	Ph. 664-7456
Robert Lyon	46	6181	
Baker Shulman	# 27		526 8940
Abialuk	# 237		

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NAME	CAR #	PLATE
Rashid Singh	CAR # 191	385-4766
Wibke Hoar	CAR # 222	574-8206
Luthful H. Chowdhury	CAR # 233	546-9561
Nazimul Haq	CAR # 238	527-7857
Muhammad Ali Khan	CAR # 233	524-3550
Muhammad Ali Khan	CAR # 233	523-8270
Muhammad Ali Khan	CAR # 233	560-9283
Muhammad Ali Khan	CAR # 233	5017235
Muhammad Ali Khan	CAR # 233	528-3321
Muhammad Ali Khan	CAR # 233	523-0704
Muhammad Ali Khan	CAR # 233	528-2850
Muhammad Ali Khan	CAR # 233	548-6482
Muhammad Ali Khan	CAR # 233	544-1049
Muhammad Ali Khan	CAR # 233	525-7691
Muhammad Ali Khan	CAR # 233	515-1473
Muhammad Ali Khan	CAR # 233	511-6705
Muhammad Ali Khan	CAR # 233	574-3018
Muhammad Ali Khan	CAR # 233	574-9520
Muhammad Ali Khan	CAR # 233	560-1764
Muhammad Ali Khan	CAR # 233	692-0070
Muhammad Ali Khan	CAR # 233	527-4406

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Jagtar Singh Chahal #107 (905) 520-8385
 Sandhu #240
 Lawrence #51294 903 905-560-7114
 [Signature] Car #310 Lic #2998 905-525 0731
 [Signature] 158
 Naidoo #2116 Phone - 645-4801. Cell - 921-2440
 [Signature]
 Farid Hakeem #204 905-574-5497 - 516-2942
 [Signature] #129 547-6224
 Gurmehar Chahal #223 664-3670
 [Signature] #8
 Roman Jankovics 577-2775 Car. 176.
 [Signature] #80 777-145 Car 80
 John MacEwan #298
 Gurmit Sehgal #9
 M. Moore #75
 S. Pittsike 271
 Peter St. Martin 81
 Ali Fungab 196
 [Signature] #208
 [Signature] #265
 [Signature] 206
 Albert Chahal #124
 [Signature] #28
 [Signature] #28
 Harbinder Gill #12
 [Signature] #85
 [Signature] #60
 R. [Signature] #261
 [Signature] #265
 [Signature]
 [Signature]

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Wesley #311
T. K. ... #58
Mary Jane Lightheart #155
156
B. ... #4
Linda ... #126
Jagjit ... #193
David ... #319
Ken ... 158
Bob ... #265
Steve Gilchrist #40 days
... #262
Elizabeth ... #227
... (41)
Brian ... #110
... #157
... #253
... #89
... #55
... #250
... #113
... 22, 58, 84, 92, 117, 131, 151, 204, 244, 254, 301, 203
M.D. 58
... #120
Brian ... #140
... Car 51 Yellow
... #117
... #130
... #68
... #147
... #24

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Bob McClean # 8

Harvey Gault # 135 # 267

Sarabjit Singh # 29

Edna's Tyler # 158.

M. H. # 158

Amelal Gault 56.8

Keith Gunder # 249

Nashville # 189.

Heidi # 165

E. Miller # 247

Chadwick # 147

Michael # 111

David # 01

Robert # 236

Bill # 43 # 274

John # 161

Monique # 274

John # 162

Vincent # 178

David # 23

Karl # 64

Paul # 216

Eda # 120

Francis

John # 211

Kulwinder Singh

W. K. # 82

E. S. # 55

Kamal # 314

Rail # 153

John # 153

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MULLINDER S. MALHOTRA # 87

DOMINIC PAVENTI Dominic Paventi #152

Madhu Sudan Bhatia

GURMEET Singh #09

HARJANS LARS #08, #275

SAEED AHMAD Plate 217

KULWANT RANDHAWA #302 #ST

K. K. #208

~~ASMI KALIA~~

~~ASMI KALIA~~ 24, Diner

Jasindas Singh Malhotra #164

Kuldeep Singh #116

Narinder Singh #246

Amir Wazir #223

Arlee Singh Panesar

#44 M. Singh

H. Singh, 64, 141, 241, 164, 158, 304, 264, 153, 178, 236,

~~Arlee Singh~~ #141

Pooja Singh #203

Jagjit Gill

Jagjit Gill

Jagjit Singh #240

Arkhatten S. Randhawa #34

Rajinder Singh 98 388 816

~~Rajinder Singh~~ 74 543-1173

~~Rajinder Singh~~ #01

Arkhatten 143706 18, 29, 247, 306, 133, 165, 216, 295, 90, 109, 322 etc.

George Gorman Manager, Brewere, Hamilton

A F. RIZZATO

30 CARS

W. Singh

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LAKHWINDER SINGH MUKTANI	15	<i>Lakwinder</i>
LAKHWINDER SINGH	286	<i>Lakwinder Muktani</i>
MANDEEP S	77	<i>Mandeep</i>
TAWIR ASGHAR	21	<i>Tawir Asghar</i>
DILDAR SINGH	190	<i>Dildar Singh</i>
NATHAN CLANSEY	31	<i>Nathan</i>
S.M. Bhatt	198	<i>S.M. Bhatt</i>
SARFRAZ KHAN	286	<i>Sarfraz Khan</i>
NAEEM ASIF	38	<i>Naeem Asif</i>
KHALID MAHMOOD	85	<i>Khalid Mahmood</i>
Sid Verma	11	<i>Sid Verma</i>
Core Garbun	99	<i>Core Garbun</i>
THIRK LITIAUBT	128	<i>Thirk Litiaubt</i>
Dinesh Singh	86	<i>Dinesh Singh</i>
Ashok Bhatia	128	<i>Ashok Bhatia</i>
Rajiv Kumar	150	<i>Rajiv Kumar</i>
Deep Lee	250	<i>Deep Lee</i>
Kamal Aggar	211	<i>Kamal Aggar</i>

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<i>Stephen Gary</i>	#150
<i>Michael LeDon</i>	#131
<i>James</i>	#147
<i>W. Hymnously</i>	#75
<i>John Smith</i>	#104
<i>Bob Hattfield</i>	#01
<i>A. Hattfield</i>	#104
<i>Ken Paul</i>	# 104 153
<i>Jim Hattfield</i>	#75
<i>John Hattfield</i>	#170
<i>John Hattfield</i>	#01
<i>John Hattfield</i>	#145
<i>John Hattfield</i>	#16
<i>C. Hattfield</i>	#18
<i>Gisèle Maurice</i>	#308

We the undersigned respectfully request that the City of Hamilton raise the metered taxi fare by \$0.15 on the drop and by \$0.10 on the distance. We are making this request for an increase, the first since 1989, because our costs have risen substantially. Among those increases are substantially higher City of Hamilton licence fees, higher insurance costs, higher vehicle purchase costs and higher maintenance costs.

Dave Hollingsworth # 270

Rodley # 136

Ronald Roberts

72

Kerry Roberts

Les Roberts

Heppner

Don Hall

305

Phil

305

NAYAK WALIMFORD 257

W. Parker

Paul Cooper

W. Hall

#104

W. Hall

Paul

We the undersigned respectfully request that the City of Hamilton raise the metered taxi fare by \$0.15 on the drop and by \$0.10 on the distance. We are making this request for an increase, the first since 1989, because our costs have risen substantially. Among those increases are substantially higher City of Hamilton licence fees, higher insurance costs, higher vehicle purchase costs and higher maintenance costs.

Elizabeth Beaton	#137	Blue	577-2124 (cell)
Erin N. Lile	#290	Blue	973-1229 (cellular)
HAROLD STEWART	#279		
Kevin Levee	#	Blue	
Mr. G. G. G. G.	#285		512-1857
James	301	"	335-5062
John Hall	#112		520-2474
Paul	#		561-5110
W. J. J. J.	#133	"	521-BLUE
W. J. J. J.	#109	"	312-8758
W. J. J. J.	202	"	311-0411 (cell)
W. J. J. J.	#47		520-1006
W. J. J. J.	666		
W. J. J. J.	Dispatch		549-2198

CONSENT AGENDA

FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1998 May 19th

1:30 o'clock p.m.

Room 233, City Hall

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

(i) Minutes of the regular meeting held on Tuesday, 1998 May 5th

(ii) Minutes of the special meeting held on Monday, 1998 May 11th

B. TREASURER

(i) Authorization to Enter into Extension Agreements on Specific Properties for the Payment of Realty Tax Arrears

(ii) Financing of Tiffany - Phase 2, Hamilton

C. CITY SOLICITOR

By-law to amend By-law No. 93-069 - Repeal of cartage licensing

D. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

Information Items

Tuesday, 1998 May 5
1:30 o'clock p.m.
Room 233, City Hall

A. (i)

The Finance and Administration Committee met.

Present: Alderman D. Wilson, Chairman
Alderman D. O'Sullivan, Vice-Chairman
Robert M. Morrow
Alderman D. Haining
Alderman M. Caplan
Alderman A. Horwath
Alderman B. Charters
Alderman B. Kelly

Regrets: Alderman C. Collins - personal business

Also Present: Alderman G. Copps
Alderman R. Corsini
J. Pavelka, Chief Administrative Officer
A. Ross, Treasurer
J. Schatz, City Clerk
Fire Chief W. Shoemaker
C. Guthro, Public Works and Traffic Department
T. Whitehead, Mayor's Office
Susan K. Reeder, Secretary

A G E N D A

1. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda, and approved the following:

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

The Committee was in receipt of the minutes of its regular meeting held on Tuesday, 1998 April 21st, and approved these minutes as circulated.

B. TREASURER - Supply and Delivery of Annual Supplies for 1998

The Committee was in receipt of a report from the Treasurer dated 1998 April 24, respecting the above noted matter, and approved the following:

That purchase orders be issued for the supply and delivery of annual supplies for various City departments as and when required during 1998 in accordance with specifications issued by Purchasing, and Vendors' tenders, to those suppliers listed in this report and to be financed through various approved accounts.

(a) Aggregates

	<u>Supplier</u>	<u>Material</u>	Unit <u>Pricing</u> Tractor Trailer	Unit <u>Pricing</u> Tri-Axle Tandem
(i)	Cayuga Materials	Granular "A"	\$ 7.49	\$ 8.49
(ii)	Redlands	Granular "A"	8.00	9.50
(iii)	Taro Aggregates Ltd.	19mm Clear	9.00	9.00
(iv)	Cayuga Materials	9.5mm Chips Washed	11.65	12.65
(v)	Taro Aggregates Ltd.	53mm Clear	9.00	9.00

(vi)	Redland Quarries	#8 Dust Suppressed Grits	31.25	31.75
(vii)	Flamboro Quarries	Athlete Field Lime	14.95	15.55
(viii)	Cayuga Materials	9.5mm Crusher run	7.49	8.49
(ix)	Redland Quarries	19mm Crusher Run	8.00	8.50
(x)	Cayuga Materials	53mm Crusher Run	7.49	8.49
(xi)	Vinemount Quarries	Rubble Stone	9.75	9.75
(xii)	Vinemount Quarries	75-200mm Gabion Stone	11.00	11.00
(xiii)	Cayuga Materials	9.5mm Screenings	7.95	8.95
(xiv)	Redland Quarries	9.5mm Screenings	8.00	8.50

Note that all prices are on a per tonne basis. GST and PST extra where applicable.

(b) Mixed Portland Cement Concrete

(i)	<u>Sidewalk, Curb & Roadway Concrete</u>	<u>Delivered</u>	<u>Picked Up</u>
	(1) Dufferin Concrete Products	\$103.25	\$ 93.25
	(2) Lafarge Construction Material	98.75	91.00
	(3) Hamilton Ready Mix	116.50	100.00
(ii)	<u>Unshrinkable Fill</u>		
	(1) Dufferin Concrete Products	\$ 52.00	\$ 45.00
	(2) Blue Circle (CBM)	48.00	no quote
	(3) Lafarge Construction Material	58.00	53.00

Note that all prices are on a cubic metre basis.

(c) Asphaltic Concrete and Bituminous Materials

(i) Asphalt Surface Course (H.M.3)

(1) Capital Paving	picked up	\$ 42.50
(2) Lafarge Construction Materials	picked up	43.75
(3) Cayuga Materials & Construction Co. Ltd.	picked up	44.25

(ii) Asphalt Binder Course (H.M.5)

(1) Cayuga Materials & Construction Co. Ltd.	picked up	\$ 43.00
(2) Lafarge Construction Materials	picked up	43.50
(3) Capital Paving	picked up	44.50

(iii) HLS030 Hot Lay, HL-3(HS) Asphalt

(1) Cayuga Materials & Construction Co. Ltd.	picked up	\$ 43.50
(2) Capital Paving	picked up	44.75
(3) Lafarge Construction Materials	picked up	44.00

(iv) Cold Laid Stockpiled Patching Material

(1) Lafarge Construction Materials	picked up	\$ 62.50
(2) Capital Materials	picked up	48.75

(v) Cold Laid Stockpiled Patching Material

(1) Lafarge Construction Materials	delivered	\$ 67.50
(2) Capital Materials	delivered	51.25

- (vi) Premium (Permanent) Asphaltic Concrete Patching Mixture QPR2000
- | | | | |
|----------------------|--------------|-----------|----------|
| (1) Cayuga Materials | | picked up | \$ 48.75 |
| (2) Cayuga Materials | QPR2000 Fine | picked up | 68.00 |
- (vii) Premium (Permanent) Asphaltic Concrete Patching Mixture QPR2000
- | | | | |
|----------------------|--------------|-----------|----------|
| (1) Cayuga Materials | | delivered | \$ 48.75 |
| (2) Cayuga Materials | QPR2000 Fine | delivered | 75.00 |

Note that all prices are on a per tonne basis unless otherwise noted.
GST and PST extra where applicable in all sections.

C. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE - Information Items

The Committee was in receipt of a report from the Secretary of the Finance and Administration Committee dated 1998 April 28th, respecting Information Items. The Committee approved the following:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Correspondence - FCM - response to the City of Hamilton resolution regarding the Multilateral Agreement on Investment (MAI) - letter dated 1998 April 17th
- (b) Correspondence - Ministry of Municipal Affairs and Housing - Conference "Making it Work" - Wednesday, 1998 May 20th, Sheraton Parkway Hotel, Richmond Hill - letter dated 1998 April 15th
- (c) Correspondence - Regional Clerk's Office - Community Services and Public Health Committee - Central-West Ontario Environmental Tobacco Smoke Study Final Report - letter dated 1998 March 5th
- (d) Recommendation - Commissioner of Public Works and Traffic to the Transport and Environment Committee - Advertising Practices of the former Hamilton Parking Authority - report dated 1998 April 23rd

2. MAYOR ROBERT M. MORROW - Dinner Reception to Commemorate the 50th Anniversary of People who emigrated from Malta and settled in the Hamilton area

The Committee was in receipt of a report from the Mayor dated 1998 April 27, respecting the above noted matter.

The Committee approved the following:

That the City of Hamilton provide funding, in the amount of \$1,500, to co-host a dinner reception at the Hamilton Convention Centre on Saturday, 1998 May 30th to commemorate the 50th Anniversary of People who emigrated from Malta and settled in the Hamilton Area, to be charged to the Special Receptions/Dignitaries Hosting Account No. CH54314-84010.

3. **CORRESPONDENCE - Key North Productions Inc. - Radio Spots - Safe Driving**

The Committee was in receipt of correspondence from Key North Productions Inc. dated 1998 April 29, respecting the above noted matter requesting the City to purchase airtime from them.

The Committee agreed to receive and take no action on this request.

4. **BUILDING COMMISSIONER**

(a) **Salvage and Second Hand Goods Businesses**

The Committee was in receipt of a report from the Building Commissioner dated 1998 April 28, respecting the above noted matter.

Inspector Dave Bowen of the Hamilton-Wentworth Regional Police was in attendance and showed a video tape on the pawnbroker businesses. Two pawnbroker businesses owners (Gord Thompson of Thompson Pawnbrokers and John Kenyon of JSK Pawnbrokers) were also in attendance.

Mr. John Kenyon of JSK Pawnbrokers spoke to the Committee and circulated a submission from himself to the Chief Licence Inspector dated 1998 March 12th outlining his concerns and comments.

Following discussion on this matter by the Committee, it was agreed that this matter be tabled until the 1998 March 19th meeting. The Committee further directed that in the interim, that staff from the Building Department and the representatives of the Hamilton-Wentworth Regional Police should review this matter with the pawnbrokers to further discuss their concerns. The Committee also directed that a report back to them should incorporate the staffing implications of the proposed amendments to the By-law.

(b) **Cartage Businesses**

The Committee was in receipt of a report from the Building Commissioner dated 1998 April 28, respecting the above noted matter.

The Committee approved the following:

- (a) That the City of Hamilton's Licensing By-law No. 93-069 be amended by deleting Schedule 5, respecting the licensing and regulating of cartage businesses; and,
- (b) That the City Solicitor be authorized and directed to prepare the appropriate amending by-law.

(c) **Implementation Plan - Model Tobacco Control By-law**

The Committee was in receipt of a report from the Building Commissioner dated 1998 April 27, respecting the above noted matter.

The Committee approved the following:

That Bill No. D-22: A By-law respecting Smoking in Public Places and the Workplace, tabled by City Council at its meeting held 1998 March 31, be lifted from the table and approved.

5. TREASURER**(a) Write Off of Outstanding Business and Realty Taxes**

The Committee was in receipt of a report from the Treasurer dated 1998 April 30, respecting the above noted matter, and approved the following:

That outstanding business taxes in the amount of \$498,116.79 be written off in accordance with Section 441 of the Municipal Act, R.S.O. 1990 and charged to Account CH53401 24106, Tax Write-offs.

(b) Financing - Social and Economic Impact Study for Charity Gaming Clubs

The Committee was in receipt of a report from the Treasurer dated 1998 April 30, respecting the above noted matter.

The Committee approved the following:

That as referred to in Section 4 of the Twelfth Report for 1998 of the Finance and Administration Committee, the cost of the Social and Economic Impact Study for Charity Gaming Clubs, at an estimated amount of \$20,000, be financed from the 1998 Current Budget, Account Centre No. CH24101-55046.

(c) Financing - Purchase of one (1) 5 Gang Sports Field Mower, one (1) 4 Wheel Turf Truckster and the replacement of one (1) 5 Gang Sports Field Mower Unit 1009, Fleet Services (copy to follow)

The Treasurer advised the Committee that they are still reviewing this matter, and will report to the 1998 March 19th meeting.

ADDED - CURRENT VALUE ASSESSMENT

The Treasurer circulated an Information Report dated 1998 May 4th entitled "1998 Taxation Levy Billing". Considerable discussion ensued with respect to the Provincial delays in the return of the assessment roll, and the resulting City's inability to issue a May billing. A proposed notice to be placed in The Spectator in this regard was also submitted to the Committee for consideration.

It was agreed that this information report be received, and that the notice be placed in The Spectator with modifications to clearly identify that this Notice to the City of Hamilton Taxpayers is being listed in connection with a Provincial Fair Assessment Update.

It was also agreed that the CAO should report back to the Committee prior to City Council on 1998 May 12th on the ramifications if the City proceeding to send out an Interim Billing.

6. CITY CLERK**(a) Ontario Hydro's Appointee - Hamilton Hydro-Electric Commission**

The Committee was in receipt of a report from the City Clerk dated 1998 April 27, respecting the above noted matter, and approved the following:

That in keeping with Ontario Hydro's policy respecting the appointment of Commissioners to Municipal Commissions, that the City submit to Ontario Hydro, the names of Ollie Thomson and George Davidson to assist Ontario Hydro in making its citizen appointment to the Hamilton Hydro-Electric Commission.

(b) City Council and Standing Committee Summer Meeting Schedule

The Committee was in receipt of a report from the City Clerk dated 1998 April 27, respecting the above noted matter.

The Committee approved the following:

- (a) That during the period of July to September, 1998, City Council meet as Committee of the Whole in one-day sessions to consider all Standing Committee agendas followed by the formal City Council Meetings on Tuesday, 1998 July 7 and Tuesday, 1998 September 8; and,
- (b) That the regular series of Standing Committee and City Council Meetings be cancelled for July, August and the first series of meetings in September; and,
- (c) That the one-day special meetings on July 7 and September 8 be for the purpose of considering only non-delegation items of each Standing Committee; and,
- (d) That notwithstanding the City of Hamilton Procedural By-law which provides for a minimum of 24 hours notice for a Special City Council Meeting, that the City Clerk be directed to provide a minimum of 72 hours notice if a Special City Council Meeting is required during the period between July 7 and September 8 in order to permit Members of City Council sufficient time to return to the City of Hamilton for any Special Meetings if they are out of town.

Note: Alderman Wilson and Alderman Caplan opposed

7. DIRECTOR OF CULTURE AND RECREATION**(a) Replacement of Boilers - City Hall - Award of Contract**

The Committee was in receipt of a report from the Director of Culture and Recreation dated 1998 April 27, respecting the above noted matter, and approved the following:

- (a) That approval be given to issue a purchase order in the amount of \$304,929.67 inclusive of G.S.T.(\$19,948.67) and a contingency of (\$25,000) to commission Comstock Canada Ltd. of Hamilton for the supply and installation of four (4) new boilers at City Hall being the lowest of two quotations received in accordance with the specifications (Ref:C6-4897) issued by the Purchasing Division; and,
- (b) That the Mayor and City Clerk be authorized to execute a contract in a form satisfactory to the City Solicitor; and,
- (c) That authorization be given to combine the funding from Capital Fund Accounts - Replace Boilers - City Hall - CF319741037 (\$145,000) and Domestic Hot Water System - City Hall - CF319251003 (\$100,000) along with the authorized increase into one project named City Hall - Replace Boilers and the above referenced expenditure be financed from this new account accordingly; and,
- (d) That the Finance and Administration Committee authorize an increase to the budget in the amount of \$85,000 and recommend a method of financing.

(b) **Recommendation to Close Various Capital Accounts**

The Committee was in receipt of a report from the Director of Culture and Recreation dated 1998 April 22, respecting the above noted matter.

The Committee approved the following:

That the City Treasurer be directed to close the following Capital Project Accounts with any excess funding to be transferred to its original source of financing:

Centre Number	Project Description	Gross Cost	Total Expense	Excess	Source of Financing
329241002	Construction of Computer Room - City Hall	628,590	461,624	166,966	Reserve for Capital Projects & Various Other CF Accounts
709041010	Soil Test/Prem Work - TPA	75,000	53,773	21,227	Reserve for Capital Projects
719141007	Whitehern Restoration	694,460	681,862	12,598	Reserve for Capital Projects, Province, Federal & Interest Income
719355010	Dundurn Castle Restoration Study	17,460	14,910	2,550	Reserve for Capital Projects & Current Budget
629454011	Ivor Wynne - Renovations	250,000	249,830	170	Reserve for Park Improvements
709355009	Hamilton Aquatic Centre	50,000	51,033	-1,033	Reserve for Capital Projects
709641021	Convert Chlorination System - Pools	180,000	162,596	17,404	Reserve for Capital Projects

Tuesday, 1998 May 11th
1:30 o'clock p.m.
Room 233, City Hall

A Special meeting of the Finance and Administration Committee was held.

Present:

Alderman D. Wilson, Chairman
Alderman D. O'Sullivan, Vice-Chairman
Mayor Robert M. Morrow
Alderman B. Kelly
Alderman A. Horwath
Alderman M. Caplan
Alderman B. Charters

A. (ii)

Regrets:

Alderman D. Haining - City business
Alderman C. Collins - Personal business

Also Present:

Alderman T. Corsini
Alderman M. Kiss
Alderman T. Jackson
J. Pavelka, Chief Administrative Officer
A. Ross, Treasurer
P. Noé Johnson, City Solicitor
J. Schatz, City Clerk
B. Desnoyers, Culture and Recreation
J. Cardwell, Fire Department
G. Desjarlais, Fire Department
P. Lampman, Building Department
J. Johnston, Commissioner of Human Resources
M. Mascarenhas, Housing
C. Guthro, Public Works and Traffic
T. Bradbury, Treasury
D. Lobo, Commissioner of Public Works and Traffic
N. Adhya, Treasury
J. Hindson, Director of Information Systems
H. Kayal, Culture and Recreation Department
R. Fair, Director of Culture and Recreation
V. Abraham, Director of Planning
C. Mascarenhas, Treasury
Susan K. Reeder, Secretary

A G E N D A

OPENING REMARKS

Mayor Morrow spoke to the Committee respecting a meeting held in Toronto that day which the Treasurer attended. The Mayor indicated that the Province has now changed the amount coming to the City in transfer payments from \$105,000 to \$2.9 million.

The Mayor also indicated to the Committee that there is a rumour that the Provincial Premier will be coming to Hamilton this Wednesday, respecting transitional restructuring funding being given to Ottawa Carlton, and announcing that this type of transitional funding might also be offered to this area.

1. REFERRAL FROM COMMITTEE OF THE WHOLE

Review of the 1998 Portion of the 1998-2007 Capital Budget

The Committee was in receipt of correspondence from the Acting City Clerk dated 1998 May 8th respecting the above noted matter.

This correspondence indicated that the Committee of the Whole at its meeting held Wednesday, 1998 May 6th agreed to refer to a Special Meeting of the Finance and Administration Committee, the 1998 portion of the 1998-2007 Capital Budget with a request to review the 1998 portion of the 1998-2007 Capital Budget for the purpose of reporting back with a recommendation on how to reduce the 1998 Capital Budget year by 1.8 million dollars.

The Committee was in receipt of a copy of a memorandum from the Downtown Improvement Plan - Phase II Sub-Committee to members of the Committee of the Whole dated 1998 May 6th entitled "1998 Initiatives for the Downtown Improvement Plan - Phase II".

The Committee was in receipt of an extract from the Draft minutes of the Committee of the Whole meeting held on Wednesday, 1998 May 6th regarding the decisions made at the meeting respecting the 1998-2007 Capital Budget.

The Chief Administrative Officer gave an overview on the decisions made to date with respect to the Capital Budget.

The Committee then heard from staff respecting the following Capital Budget Projects:

- Project #22.0 - Hamilton Steam and Technology Museum - Operational Improvements
- Project #126.0 - Vehicle Replacement Program
- Project #215.0 - Corporate Financial Information System

With respect to the project for the Hamilton Steam and Technology Museum, the Director of Culture and Recreation circulated a copy of his report dated 1997 June 12th entitled "Woodward Avenue Steam Museum - Proposed Land Transfer and Heating Source Agreement with Region".

Considerable discussion ensued with staff individually on all of the above noted projects. With respect to Project #215.0 - Corporate Financial Information System, it was agreed that the Information Technology Committee (Political Body) would move up its meeting scheduled for this Friday to an earlier time slot of this Wednesday, in order to be able to report to the Committee of the Whole meeting scheduled for Thursday, 1998 May 14th.

Alderman Caplan proposed to the Committee that funding cuts be obtained by reducing by half the proposed additions to the capital budget with respect to the following:

- (a) Project #145.1 - Road and Sidewalk Reconstruction program - increased to original request of \$6.519 million
- (b) Project #167.1 - Play Structure Redevelopment - Additional - increased by \$100,000 from \$100,000 to \$200,000
- (c) Project #168.1 and #168.2 - Park Development and Redevelopment program - increased by \$300,000 from \$600,000 to \$900,000

In this regard, the Committee approved the following recommendation for presentation to the Committee of the Whole:

- (a) That Project #167.1 - Play Structure Redevelopment - Additional - reduce the increase from \$100,000 to \$50,000; and,
- (b) That Project #168.1 and #168.2 - Park Development and Redevelopment Program - reduce the increase from \$300,000 to \$150,000.

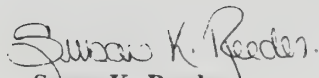
The net effect to this motion is to reduce the proposed additional funding by half to a total amount of \$200,000.

Alderman Caplan proposed a motion to reduce by half the additional funding for Project #145.2 - Road and Sidewalk Reconstruction Program. No seconder was obtained.

2. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,


Susan K. Reeder
Secretary
1998 May 11

ALDERMAN D. WILSON, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE

CITY OF HAMILTON
- RECOMMENDATION -

B.(i)

DATE: 1998 May 6

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Authorization to enter into extension agreements on
specific properties for the payment of realty tax arrears

RECOMMENDATION:

- (a) That the City be authorized to enter into Extension Agreements, if required, in a form satisfactory to the City Solicitor and the City Treasurer pursuant to Section 8 of the Municipal Tax Sales Act, with the owners of the following properties to extend the time open for payment of realty tax arrears in accordance with the policy for extension agreements approved by City Council on June 28, 1994:

6 Dartnall
70 Niagara
1420 Garth #36
194 John S.

- (b) That the attached by-law to authorize the said Extension Agreements be enacted by Council.
- (c) That the Mayor and City Clerk be authorized to execute the aforesaid by-law and extension agreements.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The execution of the by-law and agreements, where required, will defer the City's right to sell the lands for tax arrears for a maximum period of 24 months; however, the City will be in receipt of regular monthly payments towards current and prior years arrears over the term of the agreements.

BACKGROUND:

Section 8 of the Municipal Tax Sales Act provides that the municipality, by a by-law passed after the registration of the tax arrears certificate and before the expiry of the one-year period for redemption, may authorize an extension agreement with the owner of the land extending the period in which the cancellation price is to be paid. On June 28, 1994, in accordance with this legislation, Council approved a policy authorizing the City to enter into extension agreements with taxpayers providing certain conditions were met.

The owner of a property which has been registered for tax arrears may request the City to consider an extension agreement at any time up to and including the final day on which the redemption period expires. Administratively, there may not be sufficient time to obtain the necessary Council approval of the by-law prior to this deadline. Accordingly, staff are requesting advance authorization for the City to enter into extension agreements, if necessary, with the owners of the above specific properties providing they meet the conditions outlined in the policy adopted by Council on June 28, 1994.

In certain instances when all of the conditions in the extension agreement policy are not met the Treasurer should be allowed the latitude to recommend an extension agreement be entered into if it is deemed to be in the best financial interest of the municipality. Under these circumstances a separate report would be provided to the Committee for deliberation and approval.

During the initial months of this repayment option it has been ascertained that operational time constraints, e.g. writing of reports, council approvals, make it necessary to have the authorization to enter into these extension agreements pre-approved. Accordingly, in the month that the legislated final notices for the tax registration process are mailed out (280 days from the registration date), a listing of all those properties for which the owners may wish to enter into an extension agreement will be forwarded to Committee and Council for approval. Owners who show an interest in entering into an extension agreement with the City prior to the mailing of the final notices, will be added to the monthly reports as required.

/WDD

SCHEDULE "A"
EXTENSION AGREEMENTS

1)	PROPERTY ADDRESS	6 DARTNALL RD.
	SERIAL NUMBER	06 05810 2495
	BRIEF LEGAL DESCRIPTION	CON 8 PART LOT 3
	DATE OF REGISTRATION	AUGUST 18, 1997
	TAX ARREARS CERTIFICATE #	LT465902
	REDEMPTION DATE	AUGUST 18, 1998
	TOTAL ARREARS	\$67,013.51
2)	PROPERTY ADDRESS	70 NIAGARA
	SERIAL NUMBER	03 02240 2260
	BRIEF LEGAL DESCRIPTION	PLAN 32 PART LOT 92
	DATE OF REGISTRATION	NOVEMBER 12, 1997
	TAX ARREARS CERTIFICATE #	LT478383
	REDEMPTION DATE	NOVEMBER 12, 1998
	TOTAL ARREARS	\$5,699.02
3)	PROPERTY ADDRESS	1420 GARTH ST. #36
	SERIAL NUMBER	08 10410 7045
	BRIEF LEGAL DESCRIPTION	WENTWORTH CONDO PLAN 53
	DATE OF REGISTRATION	NOVEMBER 28, 1997
	TAX ARREARS CERTIFICATE #	LT481171
	REDEMPTION DATE	NOVEMBER 28, 1998
	TOTAL ARREARS	\$9,232.90
4)	PROPERTY ADDRESS	194 JOHN ST. S.
	SERIAL NUMBER	02 01420 1810
	BRIEF LEGAL DESCRIPTION	PLAN 1431 PART LOT 154
	DATE OF REGISTRATION	AUGUST 8, 1997
	TAX ARREARS CERTIFICATE #	VM239735
	REDEMPTION DATE	AUGUST 8, 1998
	TOTAL ARREARS	\$58,905.42

THE CORPORATION OF THE CITY OF HAMILTON

BY-LAW NO.98-

TO AUTHORIZE AN EXTENSION AGREEMENT

FOR PAYMENT OF REALTY TAX ARREARS

WHEREAS the Municipal Tax Sales Act, R.S.O. 1990, c.M.60, (hereinafter referred to as the "Act"), states that the Council of a municipality may, by by-law, authorize an Extension Agreement with the owner of land in arrears of realty taxes in excess of three (3) years after the registration of a Tax Arrears Certificate and before the expiry of the one year redemption period;

AND WHEREAS the Municipal Tax Sales Act (section 8) states that the said Extension Agreement may extend the period of time, upon the terms specified therein, within which the Cancellation Price is to be paid;

AND WHEREAS, pursuant to the Municipal Tax Sales Act, the Treasurer did register a Tax Arrears Certificate indicating arrears of realty taxes in excess of three (3) years on the lands described in Schedule "A" annexed hereto,

AND WHEREAS, the said land is recorded by The Corporation of the City of Hamilton under the specific Tax Roll Serial Nos. indicated in Schedule "A" annexed hereto.

AND WHEREAS, The Owners of the lands described in Schedule "A" have requested that the City exercise its discretion to pass a bylaw to authorize an Extension Agreement to extend the period of time in which the Cancellation Price may be paid.

AND WHEREAS the one year period within which this by-law may be enacted will therefore expire on the days described as the redemption date of Schedule "A" attached hereto.

NOW THEREFORE the Council of the Corporation of the City of Hamilton enacts as follows:

1. (a) The time open for acceptance and the permitted payments of the Cancellation Price beyond the expiry of the said one year redemption period as set out in Schedule "A" are hereby authorized to be extended pursuant to an Extension Agreement.

(b) The owner of the land described in Schedule "A" may, on or before the redemption date, enter into the Extension Agreement with The Corporation of the City of Hamilton, and the Mayor and City Clerk are hereby authorized to execute the Extension Agreement on behalf of the City.
2. As provided in the Municipal Tax Sales Act, notwithstanding any other provision of this Extension Agreement, it is understood and agreed that while the Extension Agreement remains a subsisting agreement in good standing:

- (a) that the Extension Agreement does not reduce the amount of the Cancellation Price.
- (b) that the Extension Agreement does not prohibit any person from paying the Cancellation Price at any time.
- (c) that any person may pay the Cancellation Price at any time.
- (d) that the Extension Agreement terminates upon payment of the Cancellation Price by any person.
- (e) that the Extension Agreement shall cease to be considered a subsisting Extension Agreement for purposes of section 9(2) of the Act, when and under what conditions set out in the Extension Agreement.

3. As also provided in the Municipal Tax Sales Act,

- (a) while such Extension Agreement is in good standing, the period of such time shall not be counted in calculating the time within which the Cancellation Price may be paid.
- (b) upon default by owner in complying with the Extension Agreement or any term thereof, the Extension Agreement shall cease and, (unless there remains time within which the Cancellation Price may be paid and is paid), the land shall be offered for sale by the Treasurer.

PASSED this

day of

1998, A.D.,

CITY CLERK

MAYOR

CITY OF HAMILTON
- RECOMMENDATION -

B.(ii)

DATE: 1998 April 28

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Financing of Tiffany - Phase 2, Hamilton

RECOMMENDATION:

That the City's share of "Tiffany - Phase 2" servicing at a cost of \$10,421.00 be financed from Centre No. CH 00212 "Reserve for Development Charges".

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The net amount to be financed for all 1998 projects related to subdivision expenditures, including this recommendation is \$197,175.58. The 1998-2007 Provisional Capital Budget includes a submission of \$1,200,000 for the City's share of subdivision expenditures in 1998 which is yet to be considered by the Committee of the Whole and Council. This amount of \$10,421.00 will form part of the total request of \$1,200,000 submission.

BACKGROUND:

The details of the project is outlined in the letter of D. Lobo dated 1998 January 5.

NRA:jc

c.c. D. Lobo, Commissioner of Public Works and Traffic
J. Thoms, Commissioner, Regional Environment Department
K. Christenson, Secretary, Transport and Environment Committee,
City Clerk's Department

CITY OF HAMILTON
- RECOMMENDATION -

C.

DATE: 1998 May 7

REPORT TO: S. K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: By-law to Amend By-law No. 93-069 - Repeal of
Cartage Licensing

RECOMMENDATION:

That the attached By-law, to repeal the requirements and fees for Cartage licences, be enacted by City Council.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On May 12, 1998, City Council in adopting Item 3 of the 13th Report of the Finance and Administration Committee will recommend that the City Solicitor prepare the attached By-law. The by-law repeals the fees and requirements for cartage licences found in Schedule 5 (Cartage Licences) and Schedule 45 (Fees) of By-law 93-069. Cartage businesses and vehicles are no longer licensable pursuant to regulation made by the Minister of Municipal Affairs and Housing under the Municipal Act.

The attached By-law is to be enacted concurrently only if Item 3 of the 13th Report of the Finance and Administration Committee is adopted by Council.

RAS:mm

c.c. L. C. King, Building Commissioner

The Corporation of the City of Hamilton

BY-LAW NO. 98-

To Amend By-law No. 79-323

As consolidated in By-law No. 93-069

Respecting:

REPEAL OF CARTAGE LICENSING AND FEES

WHEREAS regulation under the Municipal Act, R.S.O. 1990 as amended, has removed the power to licence and regulate cartage businesses and vehicles, and Council deems it expedient to repeal the provisions of By-law No. 79-323 as consolidated in By-law No. 93-069 (The City of Hamilton Licensing Code), respecting cartage vehicle licensing;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. That By-law No. 93-069 as amended, is further amended as follows:
 - (1) Schedule 5 is repealed; and
 - (2) Section 5 of Schedule 45 is repealed.
2.
 - (1) This by-law comes into force and effect on the date of enactment.
 - (2) In all other respects By-law No. 93-069 as amended is confirmed without change.

PASSED this

day of

A.D. 1998.

City Clerk

Mayor

D.

CITY OF HAMILTON

-RECOMMENDATION-

DATE: 1998 May 14th

REPORT TO: Alderman D. Wilson, Chairman & Members,
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary,
Finance and Administration Committee

SUBJECT: **Information Items**

RECOMMENDATION:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Correspondence - Eastern Ontario Disaster Relief Committee - request for fundraising support - letter dated 1998 April 23rd
- (b) Correspondence - City of Orillia - French/English Twinning Program - letter dated 1998 April 7th
- (c) Correspondence - Hamilton & District Chamber of Commerce - Resolution - Multilateral Agreement on Investments ("MAI") - endorsed by City Council - letter dated 1998 April 20th
- (d) Revised Report - Recommendation to the Transport and Environment Committee from the Commissioner of Public Works and Traffic - Advertising Practices of the former Hamilton Parking Authority - report dated 1998 April 23rd
- (e) Correspondence - FCM - Members' Advisory - FCM Launches new Website at <http://www.fcm.ca> - letter dated 1998 May 4th
- (f) Information Report - Commissioner of Human Resources - Appointments to and Terminations from Permanent Positions with the Corporation of the City of Hamilton - report dated 1998 May 8th
- (g) Correspondence - Manager, Real Estate Division - Real Estate Division of the City Clerk's Department - Services to the Region for the First Quarter of 1998 - letter dated 1998 May 4th

Page Two

- (h) Information Report - Treasurer - Additional 1998 Interim Tax Bill - report dated 1998 May 11th

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The above-noted documents have been sent out to members of the Committee and the applicable staff for information purposes, and are being formally presented to the Committee in order to be officially received. Approval of this recommendation to receive these documents will ensure that the circulation procedure followed for these matters is recorded.

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URBAN MUNICIPAL

MAY 25 1998

GOVERNMENT DOCUMENTS

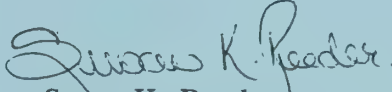
NOTICE OF SPECIAL MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1998 May 26th

7:00 o'clock p.m.

Room 233, City Hall


Susan K. Reeder
Secretary

AGENDA

1. **TREASURER**

Financing Parks Vehicle Purchases

2. **CITY CLERK**

(a) Comments to the AGCO - Temporary Extension of Liquor Licence - New Dynes Tavern, Beach Boulevard - Annual Beach Boulevard Auction and Garage Sale - Jimmy Lomax Santa Operation Fundraiser - 1998 July 11 and 12 (copy to follow)

(b) Comments to the AGCO - Temporary Extension of Liquor Licence - Sam's Pizzeria, Concession Street in connection with the Concession Street BIA Streetfest to be held on 1998 June 6 (copy to follow)

3. **IN CAMERA AGENDA**

4. **ADJOURNMENT**

1.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 19

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Financing Parks Vehicle Purchases

RECOMMENDATION:

That the cost of (1) 5 Gang Sports Field Mower in the amount of \$56,925 and a 4 Wheel Turf Truckster in the amount of \$18,975 to a total of \$75,900 be charged to the 1998 Park Development and Redevelopment, Account Centre No. CF 629854037.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Allan C. Ross

As above.

BACKGROUND:

Section 8 of the Twelfth Report for 1998 of the Finance and Administration Committee as adopted by Council 1998 April 28 directs:

- "8. (a) That a purchase order be issued to G.C. Duke Equipment Ltd., Burlington, in the amount of \$132,307.50, including volume order discount and all applicable taxes, being the lowest total acquisition cost meeting specifications of four tenders received in accordance with specifications issued by Purchasing and Vendor's tender. This purchase includes on (1) 5 Gang Sports Field Mower as approved by City Council 1997 March 18, and one (1) replacement, 5 Gang Sports Field Mower to be financed through the Reserve for Mobile Equipment Account pending the approval of the 1998 Capital Funds. The 4 Wheel Turf Truckster as approved by City Council 1997 March; and, AMENDED.
- (b) That the Finance and Administration Committee determine the method of financing not to include financing from T.B. McQueston Park Development, Capital Funds Account No. CF 629254005 and Turner Park Development Phase II Capital Funds Account No. CF 629754034.

App'd by Committee
referred to Special P.A.
App'd by Council

ADDED"

1998 May 19.

The Details of the cost and its usage are outlined in the report of D. Lobo to the Secretary of the Finance and Administration Committee dated 1998 March 27.

Public Works staff have confirmed that the two pieces of equipment are fleet expansions, not replacements. The truckster (\$18,975) will be used primarily at the Turner Park facility for the baseball season, May 1 to September 15 and will permit staff to get to the twelve diamonds with their tools and materials. The gang mower (\$56,925) will be used in Parks East (east of Upper Wentworth on the mountain and east to Gage in the lower City) and will be used with other grass cutting equipment to maintain a nine to eleven day cutting cycle.

As the equipment is not replacement equipment, it is not appropriate for it to be funded from the Reserve for Replacement of Mobile Equipment. With Council's direction to not fund the equipment from the T.B. McQueston or Turner Park accounts, staff have conducted a review of other accounts to which these costs can appropriately be charged. The only such account that could be identified was the 1998 Park Development and Redevelopment account, recently approved by Council in the amount of \$900,000.

In the absence of an identified account, the acquisitions would have to be identified as unbudgeted. Funding (or budget) approvals and expenditure approvals are the two cornerstones of our spending controls, without a funding commitment in hand, the equipment should not have been ordered in the first instance. Given the Council direction to proceed, however, if it is treated as an unbudgeted expenditure, other funding sources can be considered. The Reserve for Capital Projects has a balance of approximately \$1,100,000, and could be utilized for this purpose. It should however be noted that Reserve for Capital Project balances are allocated to various capital projects during the next ten year period (1998 through 2007).

It is recommended that these pieces of equipment be charged if appropriate to budgeted Parks accounts. It is therefore recommended that the \$75,900 be charged to the 1998 Parks Development and Redevelopment account.

NRA/an
Att'd

c.c. D. Lobo, Commissioner of Public Works & Traffic

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 March 27

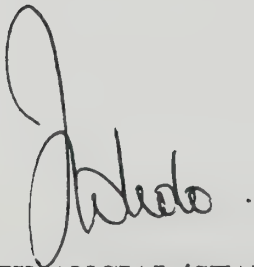
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. D. Lobo
Commissioner of Public Works and Traffic

SUBJECT: Purchase of one (1) 5 Gang Sports Field Mower,
one (1) 4 Wheel Turf Truckster and the replacement of one (1)
5 Gang Sports Field Mower Unit 0109, Fleet Services

RECOMMENDATION:

That a purchase order be issued to G.C. Duke Equipment Ltd., Burlington, in the amount of \$132,307.00, including volume order discount and all applicable taxes being the lowest total acquisition cost meeting specifications of four tenders received in accordance with specifications issued by Purchasing and Vendor's tender. This purchase includes one (1) 5 Gang Sports Field Mower to be financed through T. B. McQueston Park Development, Capital Funds account No. CF 629254005 as approved by City Council March 18, 1997, and one (1) replacement, 5 Gang Sports Field Mower to be financed through the Reserve for Mobile Equipment Account pending the approval of the 1998 Capital Funds. The 4 Wheel Turf Truckster to be financed through the Turner Park Development Phase 11, Capital Funds account No. CF 629754034 as approved by City Council March 18, 1997.



App'd by Committee 1998 April 7
referred back
~~App'd by Council.~~ 1998 April 14

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: _____

There would be a savings to the Corporation by purchasing these items in a timely fashion to coincide with the peak lawn maintenance season thereby preventing additional maintenance expenses that are required to existing equipment.

BACKGROUND: Tender Analysis

	5 Gang Mowers	4 Wheel Truckster
Crossroads, Jerseyville	No Bid	\$10,920.69*
Duke Equipment, Burlington	\$56,925.00	18,975.00
Turf Care Products, Newmarket	No Bid	21,275.00
Ontario Turf Equipment, London	53,871.55**	27,283.00

* The 4 Wheel Truckster bid by this company does not meet specifications. Crossroads Equipment offered a utility vehicle that is not in the same classification as the unit required thereby not meeting minimum specifications in several areas including, but not limited to, the following:

- unit offered has a payload of only 1200 lbs., the minimum acceptable is 2000 lbs.
- the dump box does not meet any of our requirements in size or type
- the drive system requested included a high and low range for various working conditions which is not available on this unit

** The 5 Gang Sports Field Mower bid by this company does not meet specifications. The mower was specified as a 5 gang rotary type with mulching and striping capability that is necessary for sports fields. The unit offered is a 3 gang rotary type mower that does not have these features.

This tender included the option that allowed the Corporation an opportunity to purchase more than one unit in each classification, with a volume discount. By purchasing a quantity of two 5 Gang Sports Field Mowers, there is a savings of \$5,520.00
The unit being replaced will be disposed of at a future auction.

DM/DL

cc: C. Guthro, Manager of Fleet Services
C. Rendell, Senior Buyer, Purchasing
D. Manningham, Vehicle Acquisition Officer
L. Barker, Administrative Co-ordinator

URBAN/MUNICIPAL
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Hamilton Public Library
The Urban/Municipal Collection
2nd Floor, 55 York Blvd.
Hamilton, Ontario
L8R 3K1

FINANCE AND ADMINISTRATIVE SERVICES
AND
FINANCE AND ADMINISTRATION COMMITTEES

A G E N D A

URBAN MUNICIPAL

JUN 13 1998

GOVERNMENT DOCUMENTS

DATE: Tuesday, June 16, 1998
TIME: 6:30 p.m.
PLACE: Room 233
Hamilton City Hall

1. GENERAL

- a) Declarations of Interest re: Municipal Conflict of Interest Act

2. CONSENT AGENDA

N/A.

3. DISCUSSION AGENDA

3.1 Corporate Human Resource and Financial Replacement System - Phase II Report (FIN98029(a))

- a) That the Corporate Human Resource and Financial Replacement System -Phase II report, as outlined in Report FIN98029(a), be approved;
- b) That based on the results of the detailed evaluation in Phase II, PeopleSoft Canada Ltd. be chosen as the City of Hamilton and Regional Municipality of Hamilton-Wentworth's preferred vendor for replacing the existing Human Resource and Financial Systems;
- c) That the one-time license fee for the use of the Enterprise Software (as described in Appendix "A" attached to Report FIN98029(a), and including 1st year maintenance), be \$1,725,000, plus applicable taxes;

* FOR COMPLETE AGENDA SEE FINANCE
AND ADMINISTRATIVE SERVICES

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URBAN/MUNICIPAL
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1998



Urban/Municipal Librarian
Hamilton Public Library
2nd Floor

NOTICE OF MEETING

URBAN MUNICIPAL

FINANCE AND ADMINISTRATION COMMITTEE

JUN 23 1998

Tuesday, 1998 June 23rd
1:30 o'clock p.m.
Room 233, City Hall

GOVERNMENT DOCUMENTS

Susan K. Reeder
Susan K. Reeder, Secretary
Finance and Administration Committee

A G E N D A

A. DELEGATIONS

- (a) Representatives of the Hamilton Region Conservation Authority - respecting the Conservation Authority's role in providing a cost-effective and streamlined delivery of resource management services for its member municipalities
- (b) Representatives of the Hamilton-Halton Homebuilders Association - respecting Monthly Project Report - Joint Partnership Agreement on the Downtown (no copy)
- (c) Representatives - Hamilton Status of Women Sub-Committee - respecting the one year term given to the Sub-Committee

1. CONSENT AGENDA

2. MAYOR ROBERT M. MORROW

Civic Reception - The National Meeting of the Moral Re-Armament Association

3. CHIEF ADMINISTRATIVE OFFICER/DIRECTOR OF PLANNING AND DEVELOPMENT

Selection of Consultant - Social and Economic Impact Study for Charity Casinos (Charity Gaming Clubs)

4. **DIRECTOR OF INFORMATION SYSTEMS/CHIEF ADMINISTRATIVE OFFICER**

90 Day Extension to Computer Leasing Agreement with IBM Canada Limited

5. **TREASURER**

(a) Information Report - Canada/Ontario Infrastructure Works Program - Status Report

(b) Reallocate excess debenture proceeds

6. **GRANTS CO-ORDINATOR**

Release of 1998 grants

7. **CITY CLERK**

(a) Expropriations - Offers of Compensation and Notice of Possession - rear portions of 1472 and 1496 Upper Gage Avenue

(b) Response to the Alcohol and Gaming Commission of Ontario one event requiring Special Liquor Permits - Delegated authority to the City Clerk

8. **CITY CLERK AND BUILDING COMMISSIONER**

Business and Lottery Licences - Licence Committee Hearings

9. **BUILDING COMMISSIONER**

(a) Uncollectible Commercial Property Improvement Loans Recommended for Write Off

(b) Community Heritage Trust Fund Program - James Street Baptist Church - 98 James Street South

(c) Licensed Parking Lots

10. **FIRE CHIEF**

Long Term Medical Surveillance

11. **DIRECTOR OF CULTURE AND RECREATION**

- (a) The Hamilton East Kiwanis Boys' and Girls' Club Inc., - Tax Exemption
- (b) Embankment Stabilization - 125 Barton Street West
- (c) Direct Purchase of Natural Gas
- (d) C.U.P. - Repairs to Main Heating Boilers
- (e) City Hall Council Chamber Renovations - Delegated Authority to Award Contracts

12. **IN CAMERA AGENDA**

13. **OTHER BUSINESS**

14. **ADJOURNMENT**



Hamilton Region Conservation Authority

(by fax - 546-2095 - & by regular mail)

May 27, 1998

City of Hamilton
City Clerk's Department
71 Main Street West, 2nd Floor
Hamilton, ON
L8N 3T4

A. (a.)

Attention: Susan Reeder, Secretary — Finance & Administration Committee

Dear Susan:

Re: Delegation - Finance & Administration Committee Meeting, June 23, 1998 at 1:30 p.m.

This letter is our written request to appear as a delegation at your Finance & Administration Committee meeting as noted above. Specifically, the delegation would consist of Russ Powers, HRCA Vice-Chair, and John Coates, HRCA Director of Corporate Support (who will attend in my place as I will be out of town on that date). We will invite our Full Authority representatives from the City of Hamilton to be there.

The main topic we would like to discuss is the Conservation Authority's role in providing a cost-effective and streamlined delivery of resource management services for its member municipalities.

We will keep our presentation as short as possible, and hope there will be time left for questions and answers.

Please confirm your acceptance of this request to Miriam Neale, 648-4427, ext.112. We look forward to meeting with the City of Hamilton Finance & Administration Committee on June 23.

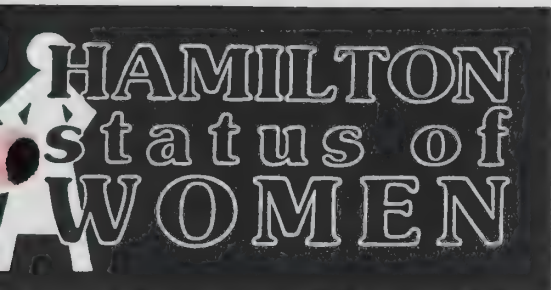
Yours sincerely,


B. W. Vanderbrug
General Manager

BWV/mn



MAY 29 1998



CITY HALL
71 MAIN STREET WEST
HAMILTON, ONTARIO L8N 3T4
TEL: (905) 546-3001
FAX: (905) 546-2095

Sub-Committee

May 28, 1998

A. (a.)

Dave Wilson
Chairperson Finance and Administration
City Hall
71 Main St.. W.
Hamilton, Ontario

Dear Mr. Wilson

Re: Hamilton Status of Women Sub-Committee

This is a request to appear before the Finance and Administration Committee on June 23 to make a 10 minute presentation.

Thank you for your anticipated cooperation.

Yours very truly

Joan M. MacDonald

JMM/pfms
cc Susan Reader

2.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 June 18

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mayor Robert M. Morrow

SUBJECT: The National Meeting of the Moral Re-Armament Association

RECOMMENDATION:

That approval be given to the action taken in hosting a reception on Saturday June 6th, 1998 by the City of Hamilton for an estimated cost of \$2,479.50 to be charged to Account No. CH54314-84010 Special Receptions/Dignitaries Hosting.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

There are sufficient funds available in Account No. CH54314-84010.

There are no staffing or legal implications.

BACKGROUND:

The Moral Re-Armament Association hosted their National meeting in Hamilton on June 6th to 7th, 1998 at the Ramada. On Saturday evening they hosted a dinner/reception with guest speakers from Richmond Virginia, Walter T. Kenney Sr., former Mayor of Richmond Virginia, Yvonne Haynes, LCSW and Dr. Joel Blum, M.D. Approximately 80 people attended this dinner/reception at the Hamilton Convention Centre which commenced at 6:30 p.m. - 10:00 p.m.

MRA is a world wide network of women and men who have started with themselves to bring the changes they want to see around them. It is a process that makes marriages and families more fulfilled, builds right relationships between management and labour, helps neighbourhoods and communities find purpose and unity, and creates trusting relations among nations. One of the focuses at this particular meeting was a programme referred to as "Hope in the Cities" a national project which was initiated in Richmond Virginia, one of the most effective model of interracial dialogue in the United States.

MRA was launched on June 4th, 1998, when Europe was rearming for war. Frank Buchman, MRA's American initiator, called for a programme of Moral and Spiritual Rearmament to address the root causes of conflict, and to work towards a hate-free, fear-free, greed-free world. Since then people of all backgrounds and traditions have been active on every continent. MRA is open to all. It is a starting point to change for both the individual and their society. A commitment to the search for God's will in daily life, forms the basis for creative initiative and common action. Individual observance of the absolute moral standards of honest, purity, unselfishness and love, help to focus the challenge of personal and global change.

The theme for this meeting was to refer it as dialogue for change, a uniquely Canadian programme to stimulate honest open discussion on the needs and growth opportunities for our city from the human perspective.

RMM/TW/pb.

cc: Allan Ross, City Treasurer
Ald. Dave Wilson, Chairman of the Finance & Administration Committee

3.

CITY OF HAMILTON
- RECOMMENDATION -

JUN 10 1998

DATE: 1998 June 9
(SS-GAM)

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: V. J. Abraham, M.C.I.P., R.P.P.
Director of Planning and Development

J. G. Pavelka, P.Eng.
Chief Administrative Officer

SUBJECT: Selection of Consultant - Social and Economic Impact Study for Charity Casinos (Charity Gaming Clubs)

RECOMMENDATION:

That the submission by Econometrics Research Limited (ERL) and Social Planning and Research Council of Hamilton-Wentworth (SPRC) be selected as the consultants to undertake the Social and Economic Impact Study for Charity Casinos (Charity Gaming Clubs).

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The cost of the study is \$20,000 plus GST. The funding was approved by Council on May 12, 1998.

BACKGROUND:

At its meeting of April 28, 1998, City Council approved the following recommendation:

- (a) that approval be given to the Terms of Reference for the Social and Economic Impact Study for Charity Gaming Clubs, attached herewith at an estimated cost of \$20,000; and,
- (b) that the City Treasurer be requested to recommend the method of financing."

The Terms of Reference for the study was tendered and the City received two bids:

- Green Road Planning and Research [Chuck Hostovsky - Project Leader]; and,
- Econometric Research Limited (ERL)/Social Planning and Research Council (SPRC) [Atif Kubursi and Don Jaffrey - project leaders]

KPMG sent a letter indicating that although they had experience in the area, due to work commitments submission of a proposal was not possible.

SELECTION OF THE CONSULTANTS:

Staff of the Planning and Development Department reviewed the submissions and interviewed the two bidders. The selection of the consultant was based on the following criteria: experience in the field, knowledge of gaming issues, knowledge of local issues, study design, cost and independence from the gambling industry.

From a staff perspective, the preferred consultant is the joint submission by Econometrics Research Limited and Social Planning and Research Council. The reasons for this selection are as follows:

- both firms have good experience in their respective fields of economics and social planning;
- they are local firms and therefore have a good knowledge of Hamilton, the agencies/stakeholders in the community, etc.
- the study was well layed out and each of the issues identified in the Terms of Reference would be addressed;
- they are independent of the gambling industry; and,
- the cost of the project is \$20,000 + GST which was within the cost estimates approved by Council.

The length of the study is four months and will commence when the contract (letter of intent) is signed (around the first of July). Once the report has been completed, the consultant will be requested to present their findings to the Finance and Administration Committee, at their meeting in November.

CONCLUSION:

Based on the above, Econometrics Research Limited and Social Planning and Research Council is the preferred consultant to undertake this study.

JHE

c:\miscplan\gaming\recom.rpt

CITY OF HAMILTON
- RECOMMENDATION -

4.

DATE: 1998 June 15

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. Jim Hindson, P.Eng.
Director of Information Systems

SUBJECT: 90 Day Extension to Computer Leasing agreement with IBM Canada Ltd
(INF 98-101)

RECOMMENDATION:

That the Mayor and the City Clerk be authorized to execute a 90 day extension (from 1998 April 30th to 1998 July 30th) to the master lease agreement for leasing services with IBM Canada Limited and that the agreement be in a form satisfactory to the City Solicitor.



J.G. Pavelka, P.Eng.

J.G. Hindson P. Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

No financial implications are expected, as under the terms of the leasing agreement, the lease rate is tied to the yield on Government of Canada Bonds. A document to extend the agreement will require execution by the Corporation.

BACKGROUND:

Council at its meeting on 1998 May 13th approved IBM as the supplier of computer leasing services for PC workstations, printers, file servers and network equipment.

An agreement was subsequently negotiated with IBM Canada Ltd and went into effect on 1998 October 1st and has currently been in effect for 7 1/2 months. The City is in the process of issuing a 1998 Request for Proposals for PC Leasing Services which is currently scheduled to close on 1998 June 26th. Council approval for a subsequent leasing supplier is scheduled for 1998 July 14th. A 90 day extension to the IBM Leasing agreement will provide for leasing services from 1998 April 30th through to the end of July.

c.c.: P. Noé Johnson, City Solicitor
Allan C. Ross, Treasurer

CITY OF HAMILTON
- INFORMATION -

5. (a.)

DATE: 1998 June 4

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Canada/Ontario Infrastructure Works Program
- Status Report

BACKGROUND:

In 1994 the City had authorization for eight infrastructure projects with a total of \$21,185,472. Subsequently C.U.P. Trigenation (\$6,064,500) was replaced by six other projects which were approved by the Federal/Provincial partners in their letter of January 6, 1997. The final project (second phase) Roadway Reconstruction Project (\$2,090,317) was approved by the Federal/Provincial partners in their letter of 17 November 1997. At a subsequent date some of the projects were revised and the majority of projects were extended to be completed by March 31, 1999.

Total Infrastructure Works Programs, noted above, are authorized as follows:

Total Eligible Project Costs	\$23,275,789
Less Federal/Provincial Share - $\frac{2}{3}$ of the total costs	<u>15,517,192</u>
	\$7,758,597
Less City's Partnership cost shared by H.S.P.C.A.	<u>1,358,000</u>
City's Net Cost	<u>\$6,400,597</u>

There are 14 projects under this program. The details of the individual project cost, Federal and Provincial share, partnership cost, net City's cost, % of work done, balance yet to be spent, etc. are identified in the enclosed Schedule "A". All of the projects are scheduled to be complete by March 31, 1999, otherwise the Federal and Provincial share ($\frac{2}{3}$ of the gross cost) would not be available.

Three of the 14 projects are fully complete. The percentage of work done for each project is noted in the attached Schedule "A", column (10). The overall summary of works done is as follows:

Total Eligible Gross Costs	\$23,275,789
Expenditure as at May 31, 1998 (71.5% complete)	<u>16,631,607</u>
Balance available to be spent by March 31, 1999	<u>\$ 6,644,182</u>

Allan L. Ross

NRA:jc
Encl.

c.c. J. G. Pavelka, P.Eng., Chief Administrative Officer
D. Lobo, Commissioner of Public Works & Traffic
L. King, Building Commissioner
R. Fair, Director of Culture & Recreation
Wesley H. Shoemaker, Fire Chief
K.C. Christenson, Secretary, Transport and Environment Committee
K.C. Christenson, Secretary, Parks and Recreation Committee

The Corporation of the City of Hamilton
CANADA/ONTARIO INFRASTRUCTURE WORKS PROGRAM **– Status Report**
As at May 31, 1998

Centre Number (1)	Dept (2)	Project Number (3)	Description (4)	Eligible Project Costs (5)	Federal/ Provincial Funding (6)	HSPCA's Cost Sharing (7)	Net City's Share (8)	Expenditure To Date 31–May–98 (9)	% of Work Done (10)	Balance Yet to be Spent (11)	\$ Claimed To Date 31–May–98 (12)	Note (13)
CF 809453005	Building	M1610101	Barrier Free Design Access–City Buildings	2,900,000	1,933,333		966,667	1,055,744	36.4%	1,844,256	1,051,850	(1)
CF 809453004	Cul & Rec	M1610102	Barrier Free Design Access–Recreation Bldgs	188,000	125,333		62,667	10,301	5.5%	177,699	10,301	(1)
CF 809453003	Cul & Rec	M1610103	Barrier Free Design Access–Recreation Bldgs	268,000	178,667		89,333	25,145	9.4%	242,855	25,145	(1)
CF 809453002	Property	M1610104	H.S.P.C.A. Headquarter Capital Construction	4,800,000	3,200,000	1,358,000	242,000	4,800,000	100%	0	4,800,000	(2)
CF 809453007	PW&T	M1610106	Ivor Wynne Stadium Improvements	2,673,055	1,782,037		891,018	2,673,050	100.0%	5	2,673,050	(3)
CF 809453008	PW&T	M1610107	Roadway & Sidewalk Reconstruction Program	3,609,700	2,406,466		1,203,234	3,447,406	95.5%	162,294	3,447,406	(4)
CF 809453009	PW&T	M1610108	Roadway & Sidewalk Reconstruction Program	682,217	454,811		227,406	681,953	100.0%	264	681,953	(4)
				15,120,972	10,080,647	1,358,000	3,682,325	12,693,599	83.9%	2,427,373	12,689,705	(5)
CF 809453011	Fire	M1610109	Renovation of Fire Stn Woodward & Melvin	200,000	133,333		66,667		0.0%	200,000		(5)
CF 809453010	PW&T	M1610110	Reconstruction of Roadways & Sidewalks	4,124,500	2,749,667		1,374,833	1,363,749	33.1%	2,760,751	1,361,165	(4)
CF 809453014	Property	M1610111	Energy Conservation in various locations	500,000	333,333		166,667	490,213	98.0%	9,787	461,777	(6)
CF 809453012	Property	M1610112	City Hall–Replacement of Existing Chillers	340,000	226,667		113,333	314,890	92.6%	25,110	305,015	(7)
CF 809453015	PW&T	M1610113	Reconstruct Parking Lots and Pathways	600,000	400,000		200,000	587,159	97.9%	12,841	587,159	(4)
CF 809453013	PW&T	M1610114	Redevelopment of Creative Playstructures	300,000	200,000		100,000	299,985	100.0%	15	299,985	(3)
				21,185,472	14,123,647	1,358,000	5,703,825	15,749,595	74.3%	5,435,877	15,704,806	(8)
CF 809453016	PW&T	5–1610101	Roadway Reconstruction Program	2,090,317	1,393,545		696,772	882,012	42.2%	1,208,305	745,761	(8)
				23,275,789	15,517,192	1,358,000	6,400,597	16,631,607	71.5%	6,644,182	16,450,567	

NOTE:

(A) All claims are prepared exclusive of holdback. The holdback expenditures will be claimed on their release. The 7% Administrative charges are not eligible for road program.

(1) The Ministry of Municipal Affairs and Housing (MMAH) in their letter of 31 July 1997 approved the extension to complete the project by 31–Mar–99 with the revised list.

(2) Project completed by 30–Jun–96

(3) Project completed by 31–Dec–97

(4) MMAH in their letter of 4 September 1997 approved the extension of the project by 31–Mar–99.

(5) MMAH in their letter of 4 November 1997 approved the extension of the project by 31–Oct–98.

(6) Received approval on January 06, 1997 from the Ministry of Municipal Affairs and Housing – Completion date: 30–Jun–98

(7) MMAH in their letter of 24 November 1997 approved the extension of the project by 30–Jun–98.

(8) MMAH in their letter of 21 November 1997 approved the project with the completion date 31–Mar–99.

CITY OF HAMILTON
- RECOMMENDATION -

5. (b.)

DATE: 1998 June 12

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Reallocate Excess Debenture Proceeds

RECOMMENDATION:

That the City Treasurer be authorized to transfer the excess debenture proceeds of \$7,194.93 from City Hall - Roof Replacement project, Account Centre No. CF 258453001 (City By-Law No. 95-090) to 1996 Road and Sidewalk Reconstruction Program, Account Centre No. CF 529642001 (City By-Law No. 96-050).

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

As above.

BACKGROUND:

The City Hall-Roof Replacement project was completed under budget and authorized to close the account under Section 13 of the First Report of the Finance and Administration Committee adopted by Council 1997 December 11.

c.c. P. Noé Johnson, City Solicitor, Attention: Lorne Farr

**CITY OF HAMILTON
- RECOMMENDATION -**

6.

DATE: 1998 June 18

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: D. Kevin Beattie
Grants Co-ordinator

SUBJECT: Release of 1998 Grants

RECOMMENDATION:

The Grants Process Group respectfully recommends:

- a) That the 1998 Grants Budget be released in advance of the final approval of the 1998 Current Budget to alleviate cash flow problems being experienced by the various successful grant applicants for both the General and Convention/Reception Grants.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The proposed grants budget for 1998 is \$370,260 which includes a reduction package of \$13,430. City Council allocated \$213,260 as General Grants, with \$7,000 remaining as unallocated. The balance of the funds is for committed grants which includes a provision of \$25,000 for Convention/Reception grants.

BACKGROUND:

City Council at its meeting of April 16, 1998 considered and approved the 1998 General Grants, conditional on the approval of the 1998 Current Budget. As of the June 16, 1998 Committee of the Whole meeting, the 1998 Current Budget still requires final approval. Recent current budget discussions do not concern the 1998 proposed grants budget. In prior years, grant payments have been issued in May to assist with the operations of the various grant groups. A number of these groups have been enquiring as to the status of the grants as they are experiencing cash flow problems. A similar situation exists with the Convention/Reception grant program.

Given that the 1998 Current Budget still requires final approval, this recommendation is presented to alleviate the cash flow problems of the various successful grant applicants.

c.c. Grants Process Group, (J. Pavelka, A. Ross, R. Fair)

7. (a.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 June 10

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Expropriations - Offers of Compensation and Notice of
Possession - rear portions of 1472 and 1496 Upper Gage Avenue

RECOMMENDATION:

That with respect to rear portions of 1472 and 1496 Upper Gage Avenue expropriated by Expropriation Plan LT 494229 on 1998 March 16 (pursuant to Expropriation By-law No. 98-068 enacted 1998 February 10) for highway and municipal purposes, namely the extension of Elmore Drive, the City Clerk be authorized and directed to:

- (a) sign and serve Notice in accordance with Section 39 of The Expropriations Act that possession of the expropriated land is required; and,
- (b) sign and serve Offers of Compensation in accordance with Section 25 of The Expropriations Act for the expropriated lands as follows:
 - (i) for the rear portion of 1472 Upper Gage Avenue, designated as Parts 1 and 2 on Expropriation Plan LT 494229, former owners, John Murray Crockett & spouse and Barbara Elizabeth Crockett & spouse, the sum of \$9,750;
 - (ii) for the rear portion of 1496 Upper Gage Avenue, designated as Parts 3 and 4 on Expropriation Plan LT 494229, former owners, Bertilla Zanesco, in trust, Corrado Zanesco, Doris Zanesco, Paul Zanesco, and spouses of the former owners, the sum of \$25,500; and the former tenants, Susan and Donald Clewley, for \$1.00;

J. J. Schatz for
J. J. Schatz

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The Treasury Department has advised that there are sufficient funds in Account No. CH 5X323 00107 (Services Through Unsubdivided Lands) to acquire these two (2) parcels of land and the City will recover its costs from the abutting lands through 0.3 metre reserves in accordance with standard subdivision policies.

BACKGROUND:

At its meeting held on 1998 February 10 in enacting Expropriation By-law 98-068, City Council authorized expropriation of rear portions of two (2) residential properties which front on Upper Gage Avenue. The two (2) rear portions of each property were expropriated to complete the assembly of land required for the extension of Elmore Drive in the approved Eleanor Neighbourhood Plan and in the approved draft plan for Eaglewood Estates (Phase 2). It is a condition of draft plan approval of Eaglewood Estates that Elmore Drive be established in full and that the developer dedicate one-half of the required road allowance.

As the said two (2) parcels required for the extension of Elmore Drive have been expropriated, the next step in order to acquire possession under The Expropriations Act is for the City, as expropriating authority, to make its Offers of Compensation and to give Notice of the City's requirement for possession of the expropriated lands to the former property owners. The Offers of Compensation recommended above are offers only in respect of the market value of the expropriated realty and under the Act are not intended to include an offer in respect of any other claims for compensation permitted by the Expropriations Act. Also under the Act, the City's Offers may be received by the former owners without prejudice to their right to claim additional and other compensation from the City.

Independent Appraisal Reports were obtained by the Real Estate Division from the firm of Jacob Ellens & Associates Limited which valued the expropriated lands in the amounts of the Offers recommended above. In our opinion, the appraised values fairly reflect the market value of the expropriated lands for the City's Offer of Compensation to the former owners. In accordance with the Expropriations Act, copies of each appraisal report will be served upon the former owners with the City's Offer of Compensation and Notice of Possession. The \$1.00 Offer to the residential tenants reflects the fact their residential tenancy, in our opinion, in the rear portion of the backyard expropriated by the City, has no market value.

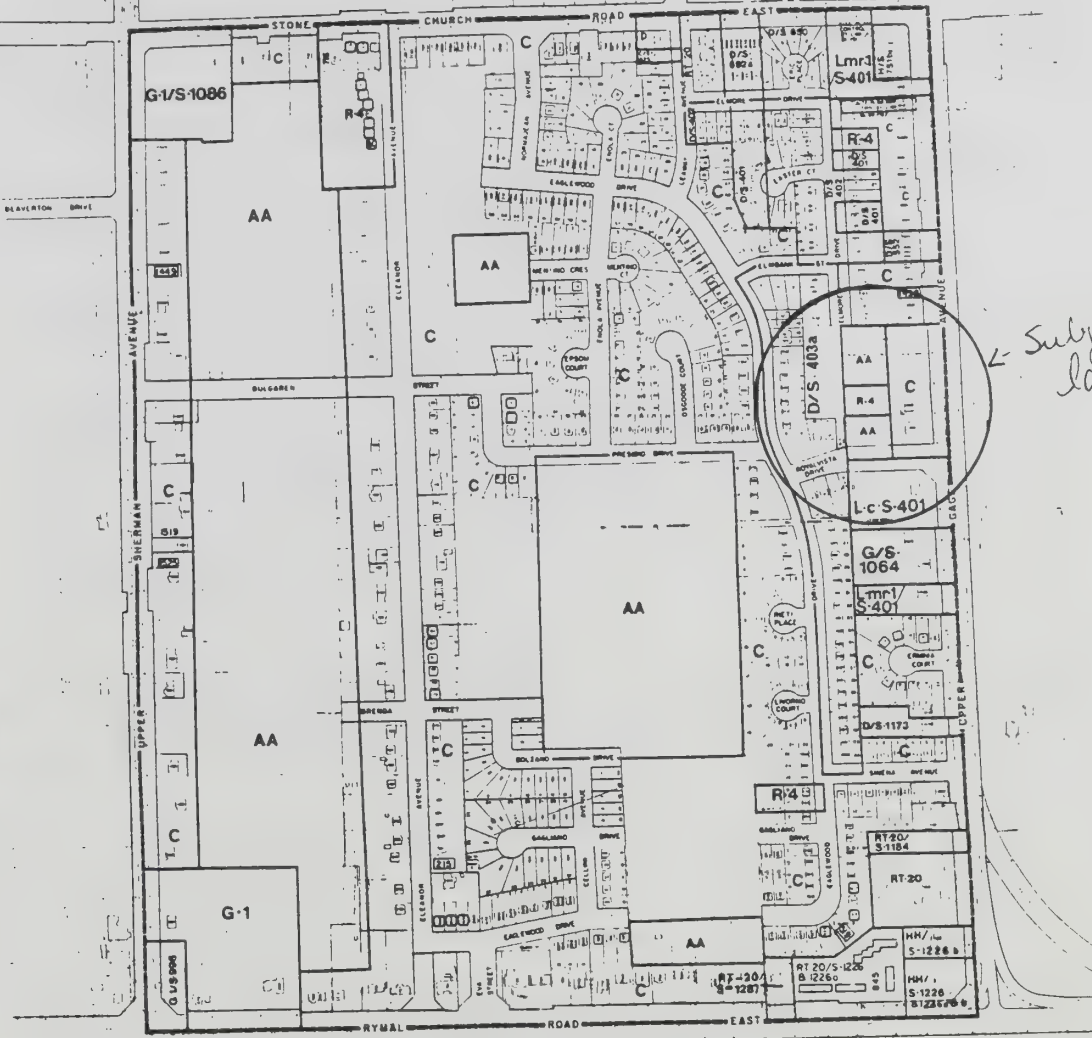
KN/nw

c.c. P. Noé Johnson, City Solicitor

Attention: D.A. Powers

A. Ross, City Treasurer

E. Chajka, Manager of Development, Regional Environment Department



<table border="1"> <tr> <td>118</td> <td>112</td> <td>110</td> </tr> <tr> <td>19</td> <td>43</td> <td>129</td> </tr> <tr> <td>23</td> <td>15</td> <td>14</td> </tr> </table> <p>This is not a Legal Document For Zoning Verification Please Contact City Building Department</p>	118	112	110	19	43	129	23	15	14	<p>CITY OF HAMILTON</p> <p>ELEANOR</p> <p>ZONING</p>
118	112	110								
19	43	129								
23	15	14								
<p>Neighbourhood Boundary</p> <p>Zoning Boundary</p> <p>Prepared for The City of Hamilton by the Planning and Development Department</p>	<p>0 100m</p> <p>SCALE 50m</p> <p>NORTH</p> <p>PLANNING UNIT NO. 7505</p> <p>PAGE NO. 43</p>									

7. (b.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 June 16

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Response to the Alcohol and Gaming Commission of
Ontario on events requiring Special Liquor Permits -
Delegated authority to the City Clerk

RECOMMENDATION:

- (a) That the City Clerk be delegated the authority to respond to the Alcohol and Gaming Commission of Ontario (AGCO) on applications for special liquor permits for special events being held in the City of Hamilton, subject to the following:
 - (i) That the terms and conditions of the Special Events Guidelines, approved by City Council on 1997 June, and herewith attached, are met; and,
 - (ii) That the Aldermen for the Ward are in support of the application; and,
 - (iii) That the City Clerk provide a regular information report to the Finance and Administration Committee on actions taken.
- (b) That in the event that both Ward Aldermen do not support the application, that the City Clerk submit the request to the Finance and Administration Committee for consideration.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Alcohol and Gaming Commission of Ontario is the approving agency for liquor permits for Special Events. Festivals and community events require special liquor permits to serve alcohol.

The City does not approve these liquor permits. The application process for these types of Liquor Licence Permits requires response from the municipality to the A.G.C.O. for inclusion in its consideration of granting approval for special licences.

Many of these events occur on an annual basis and in most instances, the City's response of non-objection to the issuance of appropriate liquor permits and/or deeming the events to be "Community Festivals of Municipal Significance" are recommendation sections included in the reports of the Director of Culture and Recreation and/or the Roads Department on their reports pertaining to park use and/or road closure for these special events. Event organizers for these larger events have also met with the Special Events Advisory Team to co-ordinate the appropriate approvals they require.

In the case of smaller events or social events pertinent to a particular establishment, the event organizer is often attempting to obtain a letter from the City of non-objection to the AGCO's issuance of a temporary extension of their liquor licence with very little lead time being afforded to either the City or the AGCO.

The City Clerk's representative on the Special Events Advisory Team co-ordinates a report to the Finance and Administration Committee and to Council on the applicant's behalf in requesting a letter of non-objection from the City. In co-ordinating this response, staff speak with the Ward Aldermen, the Hamilton-Wentworth Regional Police Special Events representative, the Roads Department staff, and other applicable Departments to ensure that the City's response of non-objection can be recommended.

Approval of the above-noted delegated authority will allow the City Clerk to respond to these event organizers in a more timely fashion, while still ensuring that the appropriate research and confirmation of requirements being met occurs.

The City's Special Events Guidelines, as herewith attached, will be made known to the applicant and to the AGCO and listed as conditions to be met by the applicant in obtaining their Special Liquor Permit. These Guidelines reflect such matters as policing, fencing, noise control, and liquor liability insurance.

The City Clerk will provide the Finance and Administration Committee with a regular Information Report on actions taken under this delegated authority.

cc Shelley Merlo-Orzel, Chair, Special Events Advisory Team
Constable Dave Schwalm, Special Events, Hamilton-Wentworth Regional Police
Peter Booker, Special Events, Parks Division, Public Works & Traffic Department

Special Events Guidelines
Standard Terms and Conditions

1. That insurance as deemed necessary in the amount of \$2 million, \$3 million or \$5 million Comprehensive General Liability Insurance for Property Damage, Bodily Injury and where applicable, to include, Participant Liability, Liquor Liability, garbage Liability, Non-Owner and Owned Automobile coverage, Watercraft, Tenant Legal Liability and any other deemed necessary and satisfactory to the City Solicitor, subject to cross-liability and severability provisions, naming the City as an additional insured.
2. That all requirements as identified by the Alcohol and Gaming Commission of Ontario are met; and,
3. That the Alcohol and Gaming Commission of Ontario be advised that the Hamilton City Council is aware of the listed events being held and deems these events to be community festivals of municipal significance to the City of Hamilton; and,
4. That in this regard, the City of Hamilton has no objections to the issuance of a special occasions permit for the events; and,
5. That alcoholic beverages be served in a confined area; and,
6. That organizers and their workers who are providing alcoholic beverages be encouraged to participate on a voluntary basis, in a "Server Intervention Training Program"; and,
7. That the event organizers enter into a License Agreement satisfactory to the City Solicitor; and,
8. That the applicant assume responsibility for all labour charges associated with the event (set-up, dismantling, clean-up, etc.); and,
9. That Special Duty Officers, as deemed necessary by the Hamilton-Wentworth Regional Police, be provided at the applicant's expenses; and,
10. That permission be granted to the event organizers to hold carnival/midway rides in the parks during their event; and,
11. That all event organizers use a qualified, licensed supervisor to light the fireworks display; and,
12. That all event organizers adhere to Fireworks By-law No. 90-198; and,
13. That a site map, specific to each event, be submitted sixty (60) days prior to the event; and,

14. That the Public Works and Traffic Department's Street Vendors Program at Bayfront, Gage, and Dundurn Parks be allowed to remain open throughout the events; and,
15. That applications for a Special Event will be subject to the Terms and Conditions of the Special Events Guidelines, as amended.

CITY OF HAMILTON
- RECOMMENDATION -

8.

DATE: 1998 June 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

L.C. King, P.Eng.
Building Commissioner

*J.P. Hollonell for
J.J. Schatz*

SUBJECT: Business and Lottery Licences - Licence Committee Hearings
(98.2.4.2.1.A, 98.6.2, 98.6.3)

RECOMMENDATION:

- (a) That each of Licensing By-Laws 76-32 Body Rub Parlours; 79-144 Adult Entertainment Parlours; 80-259 Second Level Lodging House; 93-069 Licensing Code; 93-240 Lottery; and 95-173 Adult Video, as amended, be further amended as set out below:
- (i) that the City Clerk issue lottery licenses in accordance with regulations set out below, attached herewith and marked "Appendix"; and,
 - (ii) that the Building Commissioner issue business licences in accordance with regulations set out in the appendix; and,
 - (iii) that the City of Hamilton Licensing Committee hold hearings respecting appeals which have resulted from the City Clerk's or Building Commissioner's:
 - (1) refusal to issue or renew licences; or,
 - (2) recommendation to suspend or revoke licences; and,
 - (iv) that appropriate sections of the above by-laws be replaced to make improvements to and conform with Section 257.1-7 of The Municipal Act as set out in the appendix; and

- (v) (1) that an incentive of 10% or \$15, whichever is less, be provided for issuance of each 1998 business licence and renewal, commencing with the start-up of the new computer system and ending on 1998 December 1; and,
 - (2) that a late renewal re-instatement fee be established; and,
 - (3) that renewal dates for 1999 be staggered and licence fees pro-rated; and
- (b) That the City Solicitor be authorized and directed to prepare the appropriate consolidated by-laws for enactment.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Delegating the issuance of licences to the City Clerk and Building Commissioner will reduce the amount of staff time required to process licences and will improve efficiencies. Staggering of business licence expiry dates will eliminate staff overtime following conversion to the new system. It is expected that both the frequency of Licensing Committee meetings and the number of hearings will be reduced.

BACKGROUND:

On 1997 October 10, the City of Hamilton received approval of its application to the Province of Ontario to revise the Private Legislation which governs the Licensing Committee. The Committee, which has existed since 1978, may now hold hearings on behalf of City Council but will no longer be required to approve the issuance of 13,300 business and lottery licence renewals and approximately 1,200 new and transfer licence applications processed and issued each year. This change to the Legislation and amendment of the by-laws will now permit the City Clerk and Building Commissioner to issue licences. Issuance of licences by the City Clerk was previously approved by City Council on 1995 October 25, in adopting Section 20 of the 25th Report of the Finance and Administration Committee (effective 1998 April 15, business licences became the responsibility of the Building Commissioner).

Under the current system the Licensing Committee is required to approve licences first, before they can be issued. This results in delays in issuance of licences, which have complied with the by-law standards and involves cumbersome approval procedures. In future, the Committee's role will be to hear appeals after the City Clerk or Building Commissioner has refused to issue a licence because of non-compliance with the by-law regulations. It will also hold hearings dealing with recommendations to suspend and revoke licences.

The City's Licensing By-laws contain all regulations that must be complied with in order to obtain a licence. In Recommendations (a). (i) and (ii) and the Appendix (attached), the by-laws have been reworded to reflect the changing role of the Licensing Committee and includes the authority for the City Clerk and Building Commissioner to approve and issue licences in accordance with the by-law standards. The new by-law sets out the application procedures, fees, departmental inspections, issuing, and hearings etc.

The City licenses businesses to better ensure public safety, provide a registration of business locations, to limit entry to businesses and acts as an additional enforcement tool respecting compliance with Municipal By-laws. A licence is the official permission to carry on a business and provides protection through adequate inspection and enforcement. There are essentially two groups of licensed business activities. One group is licensed because of potential safety concerns that may arise when persons have direct contact with the public (see Appendix). Examples are body rub parlours, second hand shops, and cab drivers. The other group of businesses require licences because public safety must be ensured for facilities where there are risks involving health or fire safety. Examples are second level lodging houses, restaurants, public halls, salvage yards, and refreshment vehicles.

There are some businesses that fall under both groups such as an auto body shop or salvage yard. Applicants in the first group will be required to submit character and/or driving abstract records which will be reviewed by comparing the departmental policy standards (attached) with the record, before licences are approved. The group covers: Taxicab Driver and Owner, Limousine Driver and Owner, Tow Truck Driver and Owner, Adult Entertainment Parlour Owner, Operator and Attendant, Body Rub Parlour Owner, Operator, Attendant, Motor and Body Shop Garages, Pawnbrokers, Salvage Yards, Second Hand Shops, and Precious Metal Dealer. There are also other requirements that make up the licensing process such as with taxicab drivers writing of a taxi driver test. In cases where the Building Commissioner has concerns about public safety being compromised the licence would be refused. The City can also issue conditional licenses to require that persons submit records or other information.

Should an applicant be refused then he/she would be entitled to a hearing before the Licensing Committee. An example of a licence which would be refused would be an applicant that has a serious and/or recent criminal or driving record. It should be noted that staff will apply the attached departmental policy standard, developed over many years, when making decisions to approve licences or not. The policy standards are also being recommended for approval.

The other licence categories, mainly business establishments are: Restaurant, Lunch Counter, Refreshment Stand, Theatre, Arena, Bakeshop, Food Shop, Butcher, Fish Shop, Adult Video Store "A" and "B", Gasoline Service Station, Car Wash, Parking Lot, New and Used Vehicle Sales, Billiards, Amusement Machines, Amusement Rides, Carnival, Circus, Bingo Parlour, Bowling Alley, Flea Market, Ordinary Lodging House, Second Level Lodging House, Public Hall, Refreshment Vehicle, Retail Tobacco Shop, Roller Skating Rink, and Public Bath. These are facilities that are on an ongoing departmental inspection program. An example of a licence that would be refused in this group would be an application where the proposed business use was contrary to the Zoning By-law.

Lottery licence applications will also be processed and issued in accordance with by-law standards. While the City has a lottery licence by-law, it is primarily Provincial Law and the Alcohol and Gaming Control Commission policy manual that is used to guide staff in determining licensing decisions. The City Clerk will be guided by these documents when making licensing decisions.

Recommendation (a). (iii) is required so that the by-law can be amended to provide for the Licensing Committee to hold hearings on all questions of refusal to issue, renewal, suspension, or revocation of licences. Following hearings and after the Committee has made a report, City Council will have the final say on the decisions. The amended By-law will also document the requirements for notice to applicants and licence holders respecting hearings and appeals. Essentially, the Committee will continue in its role as a quasi-judicial body to hold hearings when licences are refused and also in cases where licences are recommended for suspension or revocation. The Appendix contains the amendments that are necessary to effect these changes.

Recommendation (a). (iv) pertains to recently passed general licensing powers contained in Section 257(1-7) of The Municipal Act. The Licensing By-laws of the City require improvements and amendment to conform with the recent changes made to the Act and are outlined in the Appendix.

Recommendation (a). (v) pertains to the new Integrated Management and Tracking System which has been purchased for Licensing. This system was required in order to convert from both manual and outdated automated methods in licence application processing, issuing, information collection, storage and forms generation. There will be many benefits once the system is operational. At the present time, all business licences expire each year on 31 December. Because of the volume of renewals, there are delays in processing them and this also requires that staff work overtime. The system will automatically select new expiry dates throughout the next year, allowing for a more even distribution of workflow throughout the year. This will eliminate overtime because there will be no peak renewal period. The new system will also enable us to shorten the turnaround time in application processing and will greatly reduce paper flow.

Under the old system applicants must pay the full years licence fee, even though the licence issued may have as little as one or two months remaining until the 31 December expiry date. Because licences under the new system will be staggered, applicants in future will be issued licences for a full year. This will resolve long standing complaints the business community had with the old system. The new system will assign to all current licence holders a new 1999 licence renewal date with a pro-rated licence fee. Persons assigned a renewal expiry date in January will pay the current 12 month fee, while persons assigned a February date will pay for 13 months etc. This gives licence holders essentially one (1) free month. The maximum length of time the system can assign is 24 months.

Licence holders with licence fees under \$1000 (the vast majority have fees under \$300) will be required to renew licences for an extended period of time, as determined by the system. As an example, a licence holder could be assigned an expiry date of 1999 March 15, and would be required to renew the licence until 2000 March 15, which is 14 months instead of the usual 12. The pro-rated licence fee would also be adjusted to cover the 14 months. Another example is a person being assigned an expiry date of 1999 October 1, and because this renewal date is greater than 6 months from January 1, 1999 would have 2 renewal options, either pay the licence fee extended to 2000 October 1, (21 months) or only pay until 1999 October 1, (9 months). To minimize the impact on licence holders with fees over \$1000 the system assigned renewal date can be changed to a earlier renewal date (minimum of six (6) months) and the fee would also be reduced to reflect the shorter licence renewal period. Because the licensing system is changing so significantly this year, there will be a short-term increase in staff workload until all licences have been converted to the new system. As such, it will be of benefit to us to encourage licence holders to renew earlier than the 31 December deadline. Therefore, a one time licence fee discount of 10% or \$15, whichever is less, is also being recommended.

This is an incentive for new and renewal applications completed by 1998 December 1. Persons renewing or applying after this date, but before the final deadline of 31 December, will still pay the current licence fee. Also being recommended is a \$25 re-instatement fee, which will be over and above the licence fee, for those persons renewing late. This late charge will be maintained to discourage persons from renewing licences after they expire, and to help offset increased enforcement and administration costs in dealing with this problem. While revenues for 1998 are anticipated to be slightly reduced due to the incentive, the re-instatement fees should raise 1999 fees a corresponding amount.

For the information of the members of the Committee, further reports dealing with various licensing matters are in the process of being prepared as we continue to work towards improvements in all aspects of licensing.

JJ/LCK/sd
Attachments

c.c. Patrice Noé Johnson, City Solicitor

APPENDIX

Business and Lottery Licence Application Processing, Approval, and Issuance

Administration of the Lottery Licenses shall be by the City Clerk and administration for Business Licenses by the Building Commissioner.

Enforcement of the By-laws shall be carried out by By-law Enforcement Officers of the City. Licence Inspectors of the Building Department shall enforce business licences and Licence Inspectors of the City Clerk's Department shall enforce lottery licences. In accordance with the Police Services Act, Police Officers shall also enforce these by-law.

Provincial Lottery Licence forms shall be used for application purposes for lottery licences.

- Applications for a lottery, business, trade, or occupation shall be in writing.
- Applicants for Municipal Lottery Licenses shall use one of the following Provincial Lottery Forms: Bingo Lottery, Break Open Ticket Lottery, Raffle Lottery, and Bazaar Lottery.
- Applicants for business licenses shall pay a \$50 non-refundable processing fee for each new or transfer application for each class of business licence applied for.
- Applicants for garage business licenses shall pay a single \$50 fee only for one or more classes of garage licence.
- Applicants for a business licence shall pay the prescribed licence fee and upon approval shall be entitled to a licence for one year from the date of issuance unless otherwise specified in the schedule.
- Applicants for lottery licences shall be charged a 3% fee calculated on the total retail value of prizes to be given away.
- Once a business licence application has been completed, signed and fee paid, the Building Commissioner shall forward a copy of the licence application to the applicable departments specified in the schedule to request that an investigation or test be carried out. The nature of the investigation or test (for competency) will relate specifically to the proposed business, trade, or occupation applied for. The report shall be sent back to the Building Commissioner with the results of the inspection or test.
- The inspecting departments may include one or more of the following: Building, Fire, Health, Traffic, City Clerk, Hamilton-Wentworth Regional Police, or other departments as required by the licence schedule.

- If the application is for the renewal of a licence which was valid in the preceding year, inspection reports may be waived and upon payment of the renewal fee the licence may be re-issued for a further year. In the case of a renewal of a lottery licence, the fee will be 3% of the total prizes to be given away.
- Notwithstanding the applicable business licence fees, 1998 licence holders and applicants applying for new or transfer licenses shall be entitled until 1998 December 1 to a 10% reduction on their licence fees or \$15, whichever is less. This reduction shall be applied on a one time basis until 1998 December 1, following which the reduction will expire.
- Applicants renewing 1998 business licences after 1999 January 1 are required to pay a \$25 re-instatement fee in addition to the annual licence fee.
- Applicants must fully comply with the requirements of the schedule, prior to the licence application being considered for approval by the Building Commissioner or City Clerk.
- Where there is no adverse departmental report and if the applicable character and/or driving record complies with the departmental policy standard approved by City Council on licence issuance, the Building Commissioner will approve and issue the licence.
- The Building Commissioner may issue a conditional licence in accordance with the policy standard approved by City Council
- When a lottery licence application complies with Provincial Law or Provincial Policy Manual, as well as the City By-law and the proceeds from the lottery will be used to benefit the community, the City Clerk will approve and issue the licence.
- Business licences shall be issued for one year, unless otherwise specified in the by-law schedule. Licence application fees are refundable if the application is cancelled.

The \$50 processing fee is non-refundable.

- The licensing by-laws shall be amended to include the regulations contained in Section 257. 1-7 of The Municipal Act including: power to licence any business; to define and separately licence classes of businesses; power to impose conditions on licence holders; power to restrict the hours of operation of a business; new inspection powers; power to impose special conditions on a business as a requirement of continuing to hold a licence; and power to set licence fees taking into account the cost of administration and enforcement. Licensing by-laws will expire the earlier of five years after they come into force or the day they are repealed.
- Limitations to these powers include licensing decisions being open to judicial review based on the courts interpretation of the by-laws.

- The term of a lottery licence shall not exceed one year. Lottery licence fees are refundable, subject to Provincial Law and City By-law, if the event(s) is cancelled, excepting a Raffle Lottery where sale of tickets have commenced.
- Applicants renewing business licences in subsequent years will be required to pay a \$25 re-instatement fee if the current year's licence is renewed after the expiry date of the licence.
- The Building Commissioner shall sign all business licence certificates. The mechanical reproduction of the signature is acceptable.
- The licence certificate, identification cards, or licence plates are the property of the City.
- Municipal lottery licence certificates are the property of the City.
- If investigation discloses any breach of the law or by-law or the applicant's character is not good according to the departmental policy standard approved by City Council on licence refusal, the Building Commissioner shall refuse to issue a business licence.
- If investigation discloses any breach of the law or by-law the City Clerk shall refuse to issue a lottery licence.
- The By-law requires that licensed premises are kept clean and orderly and licensed vehicles are to be maintained in a clean and safe manner, suitable for their intended purpose.
- All Licence Inspectors, other authorized inspectors, and Hamilton-Wentworth Police may inspect at all reasonable times.
- A fee of \$10 shall be charged for replacement of a lost licence certificate, a fee of \$5 for a replacement photo I.D. Card, and a fee of \$50 for a replacement licence plate.
- If a business licence application is for a renewal of a business licence held the previous year, a declaration respecting any change in the use of the business or nature of the business is required. The declaration shall also include a statement concerning no criminal convictions for those licences requiring character checks.

The Licensing Committee may suspend, revoke, or not renew a business or lottery licence:

- In accordance with Section 257.3 of The Municipal Act, or where the licensee has been convicted under the Provincial Offenses Act.

- Any person who is refused a licence or renewal or has been notified of the intended recommendation to suspend or revoke a licence by either the City Clerk or Building Commissioner, may appeal in writing, setting out the grounds for appeal and shall be filed with the Secretary of the Licensing Committee within 30 days of such action being taken.
- The Licensing Committee shall convene a hearing after receipt of the appeal by the Secretary, and such hearing shall be held no later than sixty (60) days from the date of receipt of the appeal.
- The Licensing Committee shall hear all appeals.
- All decisions respecting hearings by the Licensing Committee where the application is issued, denied, suspended, revoked, or not renewed shall be reported to the Council.
- When the Licensing Committee has held a hearing and has refused to issue, transfer, or renew a licence or has suspended or revoked a licence and City Council has made a decision with respect to a recommendation of the Committee, any re-hearing with respect to that licence shall not be considered for one year from the date of the decision by City Council.
- A refund of part of the business licence fee proportionate to the unexpired portion of the year shall be made to a person that has his/her licence revoked.
- A refund of the portion of the lottery licence fee shall be paid for lottery events not yet conducted or held.
- Notice of the decision of City Council as to the refusal to issue or renew, suspend or revoke a licence shall be signed by the Secretary and sent by registered mail or delivered in person to the last known address of the licence holder. Upon such notification, the licence which has been suspended or revoked shall cease to be valid.
- Upon suspension or revocation of the licence, or if the business ceases to operate, the licence holder is required to return any licences, certificates, licence plates, stickers, and photo identification cards to the Building Commissioner or City Clerk.

**Departmental Policy Standard
Character and Driving Record Criteria
For Conditional Issuance and Refusal
Of Mobile Licence Applications**

A	Refuse licence if 2 or more Criminal Code convictions within 2 years of the application date
B	Refuse licence if 3 or more Criminal Code convictions within 5 years of the application date
C	Refuse licence if convicted of a Criminal Code offence where the sentence imposed was 5 years or longer
D	Issue conditional licence for 1 year if convicted of 1 Criminal Code conviction within 5 years of application date
E	Refuse licence if 1 Criminal Negligence or Impaired Driving conviction within 1 year of application date
F	Refuse licence if 2 Criminal Negligence or Impaired Driving convictions (or 1 of each) between 1 and 4 year old from application date
G	Issue conditional licence for 1 year, if 1 Criminal Negligence or Impaired Driving conviction, between 1 and 4 years old from application date
H	Refuse licence if either 6 demerit points lost or 4 driving convictions within 1 year of application date
I	Issue conditional licence for 6 months if 3-5 demerit points lost or 3 driving convictions within 1 year of application date

Cab Driver
Cab Owner
Limousine Driver
Limousine Owner
Tow Truck Driver
Tow Truck Owner

A conditional licence issued as a result of a criminal record is for a 1 year period (licence holder must submit an updated criminal abstract at 6 months and at 1 year).

A conditional licence issued as a result of a driving record is for a 6 month period (licence holder must submit an updated driving record at the end of the 6 month period). At annual licence renewal, an updated driving record is required for all mobile "driver" licence holders

Notwithstanding the policy, the Building Commissioner may refuse an application for a licence above due to concerns of public safety being at risk. The licence applicant shall be informed of this decision in writing. It is a licence applicants right to appeal this decision to the Licensing Committee.

**Departmental Policy Standard
Character Criteria
For Conditional Issuance and Refusal
Of Establishment Licence Applications**

A	Refuse licence if 2 or more Criminal Code convictions within 2 years of application date
B	Refuse licence if 3 or more criminal convictions within 5 years of the application date
C	Refuse licence if convicted of a criminal offence where the sentence imposed was 5 years or longer
D	Issue conditional licence for 1 year if convicted of 1 Criminal Code conviction within last 5 years

Adult Entertainment Parlour – Owner
Adult Entertainment Parlour – Operator
Adult Entertainment Parlour – Attendant
Body Rub Parlour – Owner
Body Rub Parlour – Operator
Body Rub Parlour – Attendant
Garage - B1 motor repair and body, B2 motor repair only, B3 body only
Precious Metal Dealer
Pawnbroker
Salvage Yard
Second Hand Shop

A conditional licence issued as a result of a criminal record is for a 1 year period (licence holder must submit an updated criminal abstract at 6 months and at 1 year).

Notwithstanding the policy, the Building Commissioner may refuse an application for a licence above due to concerns of public safety being at risk. The licence applicant shall be informed of this decision in writing. It is a licence applicants right to appeal this decision to the Licence Committee.

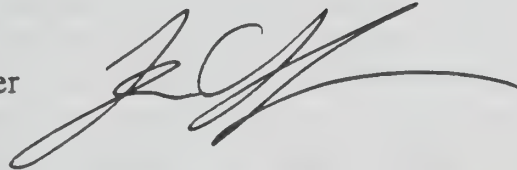
9. (a.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 June 16

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Len King
Building Commissioner



SUBJECT: Uncollectible Commercial Property Improvement Loans
Recommended for Write Off

RECOMMENDATION:

That the following Commercial Property Improvement Loans in the total amount of \$160,933.81 be written off and charged to the Commercial Property Improvement Loan Program, Account # CH 17116 00329.

Loan #	Amount	Loan #	Amount
27	\$22,764.93	53	\$37,728.56
74	29,975.76	88	8,625.83
121	33,364.93	5	3,003.76
114	25,470.04		

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

A reduction in the loan fund from \$1,540,000 to \$1,380,000.

BACKGROUND:

This Loan Program commenced in 1987 and was financed with initial funding of \$800,000 from the City's capital Budget. Further funding of \$500,000 from the capital budget was approved in 1993 for a total contribution of \$1.3M.

The Commercial Property Improvement Loan program provides low interest funding to owners of commercial property pursuant to the Community Improvement provision of the Planning Act. The rate of interest is half of prime for a term of 10 years. The maximum available to any applicant in any twelve month period is \$75,000 for each deeded property.

There have been a total of 94 loans approved by Council for a total of \$2,167,816.00 since inception of this Program. Of this amount, 7 loans have now been deemed uncollectible and are being recommended for write off. These are the first loan accounts written off under this Program.

All of these improved properties were sold under a Power of Sale initiated by the first mortgagee. As a result of a severe downturn in the economy and in real estate values there was no sale price received sufficient to re-pay both the first mortgagee and the second encumbrance, the City lien. While the City had a lien registered against these properties, the proceeds from the sales were insufficient to satisfy the City's claim. The Law Department has reported that these loan arrears appear to be also uncollectible by court action. The Treasury Department has been consulted and concur with the write off of these accounts.

To guard against this occurring in future, loans staff now involved with the Program are adopting a stringent conservative underwriting approach to approval of these loans which includes more in depth screening of applicants, reviews of appraisals, additional security such as collateral mortgages and review of the property on an income basis.

Overall, the loan program has been very successful and when compared to the incidence of loss experienced by banks and other financial institutions as a result of the recession in the early 1990's, the level of delinquency is much lower.

A copy of the schedule listing the details of these Write-Offs is available to Members of Council on a Private and Confidential basis from the Committee Secretary.

c.c. A. Ross, Treasurer
 P. Noé Johnson, City Solicitor

9. (b.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 June 5

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

JUN 10 1998

FROM: L.C. King, P. Eng.
Building Commissioner

SUBJECT: Community Heritage Trust Fund Program
James Street Baptist Church - 98 James St S (98.2.4.2.1.A)

RECOMMENDATION:

That the request from James Street Baptist Church for a deferral on Community Heritage Trust Fund Program loan repayments for a period of one year, from 1998 August 1 up to 1999 July 31, after which time the borrower will be required to resume monthly payments of \$555.13, be approved.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Principal and interest for one year amounts to \$6,661.56. Deferral for one year will result in this amount becoming due at the end of the loan term as an additional payment.

BACKGROUND:

On 1998 January 27, City Council approved a deferral on loan repayments for a period of one year, up to 1998 July 31, after which time the borrower would be required to resume payments of \$555.13.

Since that time representatives from James Street Baptist Church have requested a further one year deferral from 1998 August 1 to 1999 July 31. The principal outstanding on this Heritage Loan remains at \$35,192.73. On 2000 September 1, the outstanding balance at that time will become due and payable.

Staff have reviewed this matter with the Pastor of the Church and have concluded that progress has been made since the last deferral as the Church has reported it has resolved its difficulties with the first mortgagee, Canadian Imperial Bank of Commerce. Of the \$1.6-million owed to the bank, staff have been advised that the bank forgave \$1-million, leaving an outstanding balance of \$640,000. The balance of \$640,000 was paid out by means of a loan from the Baptist Convention of Ontario/Quebec. James Street Baptist Church has advised a legacy will be forthcoming in the amount of \$50,000, at which time they will pay the principal outstanding on this Heritage Loan.

The James Street Baptist Church is a church with a history of 153 years. They have been a major contributor to the needs of the downtown community both temporally and spiritually. In recognition of this and the progress made, staff recommend an additional deferral of one year.

LCK/MM/dk

c.c. A. Ross, Treasurer
R. Camani, Treasury
J. G. Pavelka, CAO
T. Daw, Treasury

9. (c.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 June 12

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: L.C. King, P.Eng.
Building Commissioner

SUBJECT: Licensed Parking Lots (98.2.4:2.1.A)



RECOMMENDATION:

- a) That approval be given to amend City of Hamilton Licensing By-Law 93-069, as amended, Schedule 32, governing public garages, by introducing new regulations and amending existing regulations respecting minimum requirements pertaining to commercial parking lots, on the following basis:
 - i) That Sub-Section 1 be amended by adding the following clauses:
 - (b) "landscaped area" shall mean an area of land provided and maintained on the same lot on which the building, structure or use is situated, no part of which shall be other than:
 - i) fully and completely open and exposed to natural light and air and unobstructed above the surface; and,
 - ii) used exclusively for scenic, recreational or like uses; and,
 - iii) not less than 50% of which shall be natural earth comprised of the natural planting of grass lawns, trees, shrubs and flowers in such manner as to establish and enhance the beautification of the landscaped area and any building or structure on the same lot, and may include a planting strip, but shall not include area used for parking space, manoeuvring space, access or egress driveways or any other vehicular purpose of any kind, nor any area occupied by an accessory building, nor any open space beneath, within or on the roof of any building; and,

- (c) "Planting strip" means an area of land growing ornamental shrubs or trees or both, suitable to the soil and climatic conditions of the area of land for the sole purpose of providing a visual barrier or buffer; and,
- ii) That Clause 4.(3)(d) be amended by adding the words "paving, fencing, markings, bumpers/wheel barriers and lighting" after the word Landscaping, so that the clause reads, "Landscaping, paving, fencing, markings, bumpers/wheel barriers and lighting; and,
- iii) That Sub-Section 7.(1)(a) be amended by deleting Clauses (i),(ii),(iii),(iv) and (v) and rewording Sub-Section (a) to read; "A permanent durable and dustless surface that is graded, drained, and paved with concrete or asphalt or a combination of concrete and asphalt shall be provided and maintained on all outside areas to which motor vehicles will have access." so as to coincide with the requirements of the City of Hamilton Zoning By-Law Section 18A.(30); and,
- iv) That Sub-Section 7.(1)(b) be amended by deleting the words "at least twenty inches high" from the fourth line; and,
- v) That Sub-Section 7.(1) be amended by adding the following clauses; and,
 - (e) A landscaped area with a planting strip having a minimum average width of 2.0 metres (6.56') but not less than 1.0 metres (3.28') in width, shall be provided and maintained along the entire street line of the lot, except for the area used for access driveways; and,
 - (f) An area landscaped with a planting strip of not less than 1.5 metres (4.92") in width shall be provided and maintained along and within every side lot line and rear lot line that abuts a residential district or use; and,
 - (g) A visual barrier not less than 1.2 metres (3.94') and not more than 2.0 metres (6.56') in height shall be provided and maintained along every side lot line and rear lot line of a public parking lot which adjoins a residential district or use, except that no visual barrier shall be situated less than 3.0 metres (9.84') in distance from a front lot line; and,
 - (h) All open areas, except areas required to be landscaped, shall be paved with asphalt or concrete, and so graded or drained as to ensure that surface water will not escape to neighbouring lands; and,

- (i) Every lighting facility shall be so designed, installed and maintained as to ensure that light is deflected away from all lands designated for residential uses, and any lighting of signs shall similarly be so deflected.
 - (j) Lighting shall be provided to a minimum level of 5 foot candles in all areas used for parking and access of vehicles as well as those areas used for pedestrian access to and from the parking areas. Readings to be taken at 3 feet from the ground; and,
- vi) That a new Subsection 7(3) be added as follows:
 - (a) Except as provided in subsection b), the operator of every parking station and parking lot shall provide and maintain the facilities as set out in the approved plot plan required by Section 4 prior to the issuance of the licence."; and,
 - (b) Where a similar licence was in effect for the previous year with respect to the same premises and the existing facilities pertaining to landscaping , paving, fencing, markings, bumpers/wheel stops and minimum lighting are not in accordance with the requirements as set out in this by-law then; and,
 - (i) The operator shall provide a satisfactory plot plan in accordance with Section 4, notwithstanding the exemption contained therein, and;
 - (ii) The operator shall provide these facilities in accordance with the approved plot plan; and,
 - (c) The requirements of Sub-Section 7.(3)(b)(ii) shall be effective one year from the date of the passing of this amendment; and,
- b) That the Building Commissioner be authorized and directed to pro-actively enforce the requirements of the Licensing By-law as amended regarding parking lots in the downtown area; and,
- c) That the by-law be amended accordingly.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Financial consideration has been given to the operators of the parking lots as some of the requirements being implemented can be costly. The phase in period for existing operations will assist in distributing any required expenditures over a one year period.

With the Building Department's Field Services Division staff demand at it's peak through the spring and summer, it will be necessary to prioritise in order to facilitate the workloads associated with this undertaking as well as other proactive initiatives recently commenced.

On 1998 April 01, the City Council assumed the responsibility for all municipal parking facilities by abolishing the Hamilton Parking Authority. The majority of the City's parking lots are already developed at a higher standard than most private lots, however, this initiative will result in a need to address primarily fencing and landscaping requirements in a number of these lots, therefore, affecting expenditures for the City.

BACKGROUND:

Recently, various members of Council have raised the issue of property standards relating to downtown parking lots. Concerns were also raised at a recent Committee of the Whole meeting that firmer property standards requirements are needed so that downtown parking lots are more aesthetically appealing.

In response to these concerns, Building Department staff compiled an inventory of all licensed commercial parking lots in order to identify deficiencies of existing by-laws as well as elements of concern that are presently not controlled, but would be beneficial in enhancing the appearance of the properties. Items noted include paving and drainage, wheel stops, weeds, general litter, fencing, landscaping, lighting, and use of the road allowance.

The Property Standards By-Law 94-185, By-Law 84-35 (a by-law to provide for "Maintaining Land in a Clean and Clear Condition"), and the Zoning By-Law 6593 contain various requirements that control all of these elements with the exception of use of the road allowance, however, enforcement is limited for a number of reasons.

Specifically, requirements for paving, drainage, markings, wheel stops, and landscaping which would have the most significant affect on the appearance of existing parking lots, are contained in the Zoning By-Law and are in many cases unenforceable when the condition pre-dates the legislation. This allows legal non-conforming conditions to exist and in effect results in similar uses ("commercial lots") to exist with varying facilities, and subsequently, very different overall appearances.

Further, a recent City initiative requiring site plan approval for all new public parking lots is not applicable to parking lots created prior to the passing of the by-law.

It is, therefore, felt that the appropriate means to regulate specific requirements is through the City's existing licensing process. The City of Hamilton Licensing By-Law 93-069, as amended, contains the basis for these requirements and with minor amendments can effectively address the concerns relating to aesthetics and equality of facilities to be provided.

Section 257.2 (2)(f) empowers the municipality to impose conditions on a business as a requirement of obtaining, continuing to hold, or renewing a licence. Therefore, amendments to the by-law relating to existing zoning by-law requirements can be used to require these specific facilities notwithstanding the fact that they might otherwise not be required due to legal non-conforming status.

Further, on 1993 November 9 City Council adopted the Seventeenth report of the Planning and Development Committee, Item 3 which included 3.D. (added) "That staff be directed to draft minimum lighting requirements for safety for privately operated parking lots."

In keeping with this request, minimum standards for lighting are being proposed for all licensed parking lots.

Similar measures have been implemented in the City of Niagara Falls in order to address corresponding concerns.

Although the Building Department's inventory indicates that only approximately 21% of the 60 existing parking lots will require paving and drainage facilities to be provided, it indicates that approximately 65% would require landscaping. As the costs associated with these works can be significant, it is appropriate that a phase-in period be established in order to ease the burden on the business operators and owners. Further, written notification to all licensed operators of any amendments that might be applicable to the operators is also appropriate and will be provided.

LCK/PCL/JS/dm

cc. Alderman C. Collins, Chairman, Transport and Environment Committee
Alderman D. Wilson, Chairman, Finance and Administration Committee
Mayor R. Morrow
J. Pavelka P.Eng., Chief Administrative Officer
M. Hazell C.E.T., Manager of Community Traffic/Parking Services

CITY OF HAMILTON
- RECOMMENDATION -

10.

DATE: 1998 June 15

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: W. H. Shoemaker
Fire Chief

SUBJECT: Long Term Medical Surveillance *W. Shoemaker*

RECOMMENDATION:

- a) That a purchase order be issued to McMaster University, Hamilton, Ontario for the provision of an Occupational Health and Exposure Programme, for a period of one (1) 12-month term with an option in favour of the City to renew for two (2) 12-month terms, in accordance with a Request for Proposal issued by the Purchasing Department and Vendors Proposal.
- b) That this expenditure be financed through the current budget account established for this program CH 555XX 48050 – Medical Surveillance.
- c) That the Mayor and the City Clerk be authorized and directed to execute a contract for the above in a form satisfactory to the City Solicitor.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

City Council approved a long-term medical surveillance program with a 1998 amount not to exceed \$210,000 on 1997 December 11. The cost estimate was based on 100% participation in this voluntary program.

\$210,000 has been included in the 1998 Current Budget for projected 1998 expenditures related to this program.

BACKGROUND:

The bid submitted by McMaster University is the lowest acceptable proposal of three bids received.

A copy of the information provided with the original recommendation for funding of the Long Term Medical Surveillance is available upon request.

WHS/rdj

c.c. A. Ross, Treasurer
P. Noé-Johnson
J. Avery, Supervisor of Purchasing

CITY OF HAMILTON
- RECOMMENDATION -

11. (a.)

DATE: 1998 June 9

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: R. L. Fair, Director
Culture and Recreation Department

SUBJECT: The Hamilton East Kiwanis Boys' and Girls' Club Inc.:
Tax Exemption

RECOMMENDATION:

- a) That the Mayor and Clerk be authorized to execute the attached Municipal Capital Facility Agreement with The Hamilton East Kiwanis Boys' and Girls' Club Inc. The Agreement will govern the provision of the operation of the facility by the Hamilton East Kiwanis Boys' and Girls' Club for the City of Hamilton; and,
- b) That the By-Law to exempt the Hamilton East Kiwanis Boys' and Girls' Club Inc., a Municipal Facility at 45 Ellis Avenue, Hamilton, for municipal and school taxes be enacted; and,
- c) That the Clerk give Notice of passage of the By-Law to the Minister of Education and Training, the Regional Assessment Commissioner and to the Clerk of the Regional Municipality of Hamilton-Wentworth and to the Secretaries of the Hamilton District School Board and the Hamilton-Wentworth Catholic District School Board; and,
- d) That upon enactment of the By-Law, the City Treasurer strike from the tax roll the Hamilton East Kiwanis Boys' and Girls' Club's taxes from the date of enactment of the By-Law.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See Below

[Handwritten signature]

BACKGROUND:

Council, on 1998, January 27, enacted By-Law No. 98-076 under Section 210.1 of the Municipal Act to authorize a Municipal Capital Facility Agreement with the Hamilton East Kiwanis Boys' and Girls' Club Inc.

Since 1961, The Hamilton East Kiwanis Boys' and Girls' Club Inc. has operated a Community Centre for youth at the City-owned building at 45 Ellis Avenue. The Hamilton East Kiwanis Boys' and Girls' Club Inc. provides recreational programs to youths and family units at a nominal cost.

Officials representing the Hamilton East Boys' and Girls' Club Inc. have signed the Municipal Capital Facility Agreement. The Agreement is attached to this report.

The draft By-law will exempt 45 Ellis Avenue from Municipal and School taxation from the date of passing of the By-law. Upon enactment of the By-law, the Municipal Act states that the Treasurer shall strike from the roll, taxes that are exempted by reason of the enactment of a By-law, under Section 210.1

KH/

cc Allan C. Ross, Treasurer
P. Noé Johnson, City Solicitor

THIS AGREEMENT made in quadruplicate this 28th day of January, 1998.

B E T W E E N

THE CORPORATION OF THE CITY OF HAMILTON

(hereinafter called the "City")

OF THE FIRST PART,

- and -

HAMILTON EAST KIWANIS BOYS' & GIRLS' CLUB

(hereinafter called the "Contractor")

OF THE SECOND PART.

WHEREAS the City owns 45 Ellis Avenue, Hamilton, Ontario;

AND WHEREAS by Agreement dated November 9, 1961, the Kiwanis Club of Hamilton East Incorporated did transfer the ownership of the Community Centre Building at 45 Ellis Avenue to the City;

AND WHEREAS the Contractor operates a childrens' Community Centre at 45 Ellis Avenue, Hamilton, Ontario as a Contractor to the City;

AND WHEREAS the Contractor is incorporated under the Corporations Act as a non share corporation;

AND WHEREAS the City Council has, on January 27, 1998, resolved that the Community Centre is for the purposes of the municipality and is a public use;

AND WHEREAS Section 210.1 of the Municipal Act, R.S.O. 1990, Chapter M.45, authorizes a municipality to enter into a Contract for the provision of a municipal capital facilities by any person;

AND WHEREAS the Contractor agrees to operate the Municipal Capital Facility at 45 Ellis Avenue, Hamilton, Ontario;

AND WHEREAS By-law No. 98-076 authorized the City to enter into a Municipal Capital Facility Agreement with the Contractor, to provide a Municipal Capital Facility located at 45 Ellis Avenue;

NOW THEREFORE this Agreement witnesses that, in consideration of the mutual covenants and agreements herein, the parties agree as follows:

1. The Contractor agrees to operate the Community Centre located at 45 Ellis Avenue in accordance with this Agreement.
- 2.1 This Agreement shall commence when the City Council enacts a By-law authorizing a tax exemption under Section 210.1 of the Municipal Act for the Centre and shall have a term of five years.
- 2.2 This Agreement may be renewed with Council's express consent.
3. The Contractor agrees to provide the following services to the City through the Municipal Capital Facility located at 45 Ellis Avenue:

- (a) the general operation of a Community Centre, including the provisions of recreation services, especially directed at youths and families at a nominal cost.
 - (b) The provision of recreation services which may include arts, crafts, gym activities, swimming, computer classes, the opportunity for leadership training, volunteer development and scholarship programs or such other programs agreed to by the Director of Culture and Recreation.
 - (c) The design of new recreational programs that are responsive to the community's needs.
 - (d) To provide at least 4000 hours of programming per year.
 - (e) The Contractor shall provide the City with an annual report on the activities held at the Centre and including the Contractor's financial reports. The report shall be delivered to the City before June 30th of each year.
- 4.1 If the City believes that the Contractor are not operating the Centre in accordance with this Agreement, the City shall give the Contractor written Notice of the non compliance.
 - 4.2 The Contractor shall have 30 days to correct the alleged deficiency to the satisfaction of the City.
 - 4.3 If the Contractor fails or refuses to correct the defect to the satisfaction of the City, the City shall be entitled to terminate this Agreement.
 5. Despite paragraph 4, the City or the Contractor shall have the right to terminate this Agreement by giving 60 days Notice in writing by November 1st of any year, indicating that the party does not wish to renew the Agreement for the next year.
 6. Subject to paragraph 5, if the Contractor operates the Centre in accordance with this Agreement, the City agrees to enact a By-law pursuant to Section 210.0 of the Municipal Act to exempt the Contractor from municipal and school board taxation.
 7. While this Agreement is in effect, the City agrees to pay for the following costs of operating the Centre:
 - (a) a yearly grant to the Contractor which is dependent on City Council budgetary priorities;
 - (b) interior and exterior maintenance of the property;
 - (c) cleaning of the interior of the building
 - (d) the City agrees to insure only the building against loss by fire. The Contractor shall insure its chattels and possessions against loss by fire.
 8. The Contractor agrees to indemnify and save harmless the City, its officers, servants, consultants and agents, from any actions, causes of action, claims, demands, interest, damages, expenses, losses, costs, charges, and other proceedings made or brought against or suffered by or imposed upon the City or its property in respect of any loss, directly or indirectly arising out of or resulting from or sustained by reason of any act or omission by the Contractor, its officers, servants, sub-contractors or agents, in the performance of this Agreement.

In connection with this indemnification by the Contractor, the Contractor agrees to purchase and maintain in force, at his own expense, including the payment of all deductibles, and for the duration of this Agreement, the following policies of insurance, which policies shall be in a form and with an Insurance Company acceptable to the Solicitor for the City and be specific to this Project, each in the amount of TWO MILLIONS DOLLARS (\$2,000,000.00), with a Certificate of these policies originally signed by an authorized agent of the Insurance Company issuing the policies and a certified copy of these policies being delivered to the City upon execution of this Agreement:

(a) **Comprehensive General Liability with:**

- (i) The Corporation of the City of Hamilton added as an additional insured;
- (ii) Provisions for cross-liability as between the Contractor and The Corporation of the City of Hamilton;
- (iii) THIRTY (30) days' prior notice of any cancellation, termination, expiry or amendment or change to the policy.

9. Any written notice shall be deemed to have been given or delivered properly if delivered personally or mailed by registered mail as follows:

(a) If to the City:

The Corporation of the City of Hamilton
City Hall
71 Main Street West
Hamilton, Ontario
L8P 4Y5

Attention: City Clerk

(b) If to the Contractor:

Hamilton East Kiwanis
Boys' and Girls' Club
45 Ellis Avenue,
Hamilton, Ontario
L8H 4L8

Attention: Glen Harkness

- (c) such other address of which the party to be notified shall have given written notice to the other party in accordance with the above;
- (d) and such notice shall be deemed to have been given at the time it was delivered or three (3) days following the date of mailing, as the case may be.

10. This Agreement shall not be assigned by the Contractor without the express written consent of the City.

11. If this Agreement is terminated, the Contractor shall vacate the property.

IN WITNESS WHEREOF the said parties have hereunto affixed their authorized signatures and seals.

Signed, Sealed and Delivered
in the Presence of:

**THE CORPORATION OF THE CITY OF
HAMILTON**

per:

Mayor

Date: _____

Approved as to
form and content

City Solicitor

Date

City Clerk

Date: _____

**HAMILTON EAST KIWANIS
BOYS' AND GIRLS' CLUB**

per:

 (seal)

Date: April 24/98

DATED THIS 28TH DAY OF JANUARY, 1998

B E T W E E N:

THE CORPORATION OF THE CITY OF HAMILTON

AND

HAMILTON EAST KIWANIS
BOYS' AND GIRLS' CLUB

AGREEMENT

Re: Operation of the Community Centre at 45 Ellis
Avenue

Law Department
The Corporation of the City of Hamilton
71 Main Street West
Hamilton, Ontario
L8P 4Y5

File No: 20-396/98.1
LEF:as

11. (b.)

**CITY OF HAMILTON
- RECOMMENDATION -**

DATE: 1998 May 12

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: R. L. Fair
Director of Culture & Recreation

SUBJECT: Embankment Stabilization - 125 Barton Street West

RECOMMENDATION:

- (a) That approval be given to issue a purchase order in the amount of \$19,688 inclusive of G.S.T.(\$1,288) to commission Terraprobe Limited of Hamilton to provide further consultative and investigative work in relation to the slope rehabilitation on City property at 125 Barton Street West and provide engineering services, specifications and drawings for tendering purposes; and
- (b) That the City Solicitor be authorized to enter into "Authority to Enter" documents with the owners of 231 Bay Street North (David Frederick Laing Dawson and Marlaise Josepha Cahill); 221 Bay Street North (Pin Khu and Ani Khu); 219 Bay Street North (Khuong Dai and Yen The Dai); 215 Bay Street North (Mark William Marsdin and John George Marsdin); 211 Bay Street North (Calogero Bartolotta and Rosa Bartolotta); 207 Bay Street North (Sam Buscarino and Carmela Buscarino); 205 Bay Street North (Nancy Partito); 201 Bay Street North (Frank Vassallo and Maria Vassallo); 64 Sheaffe Street (Raffaele Garlisi and Concettina Garlisi); 66 Sheaffe Street (Edward Partito and Angeline Partito); and 70 Sheaffe Street (Cipolla Estate); and,
- (c) That a reference plan be prepared in order to delineate the easement requirements.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

That the cost for this project be financed from Capital Fund Account - Embankment Stabilization CF319741039 (\$275,000).

BACKGROUND:

In 1996 the Property Department was charged with the responsibility of remedying the deteriorating slope which exists along the east and south sides of the above referenced property.

Subsequent to several site meetings by various City Departments, the Property Department asked for and received two quotes, (Terraprobe Limited \$2,200 and Mountainview Geotechnical \$3,500). Terraprobe Limited of Hamilton was commissioned to conduct a geotechnical analysis of the embankment and to submit their findings on the current stability of the slope along with possible solutions to remedy its apparent demise.

The conclusions and recommendations derived from Terraprobe's analysis formed the basis of a Capital Budget submission by the Property Department which was approved by the Committee of the Whole in February of 1997.

One of the recommendations from Terraprobe was selective tree cutting leaving the stumps in place to reduce stresses on the slope. This phase of the project has been completed and all that remains is the detail design work that will commence once the Law Department has completed their review of any outstanding legal issues.

Easement conveyances from the appropriate land owners to construct the slope rehabilitation and to provide the City access should it be required to maintain the work in the future, must be obtained. These easement agreements would be registered on title.

Given that Terraprobe still has further work to perform on a preliminary basis to determine property lines, preconstruction surveys, and inventory trees before they can commence the actual work, the easement conveyances will be recommended in a later report.

RLF:rmh

- c.c. A. Ross, City Treasurer, Treasury Department
 J. Davidson, Solicitor, Law Department
 J. Krochak, Senior Buyer, Purchasing
 R. Swan, Manager, Building Operations & Maintenance
 R. Desnoyers, Assistant Manager, Building Operations & Maintenance

11. (a.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 June 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: R.L. Fair, Director
Culture & Recreation Department

SUBJECT: Direct Purchase of Natural Gas

JUN 18 1998

RECOMMENDATION:

- a) That the Corporation of the City of Hamilton exercise its third and final year option and continue to contract with Engage Energy Canada, L.P. for the supply of natural gas under the Bundled Transportation Service Agreement for the period 1998 November 1 through to 1999 October 31 at a price equivalent to the variable monthly indexed pricing as published by the Alberta Energy Corporation (AECO) plus Engage Energy's margin of \$0.004/gigajoule and \$0.025/gigajoule for Energy Management Services, this being the lowest acceptable bid received in accordance with specifications issued by the Purchasing Division, Ref. C19-8-96; and,
- b) That the Corporation of the City of Hamilton extend the term of the contract with Engage Energy Canada, L.P. for one year from 1999 November 1 to 2000 October 31; and,
- b) That the Mayor and City Clerk be authorized and directed to execute the revised contracts in a form satisfactory to the City Solicitor.

R. L. Fair

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Over the past year the City has paid on average \$1.87/ gigajoule for the commodity portion of its natural gas requirements. In comparison, if the City were purchasing "system" gas from Union Gas Ltd. over the same period the average unit cost would have been \$2.11/gigajoule. The City consumes approximately 240,000 gigajoules/year. The difference or savings to the City as a result of purchasing its natural gas directly for the past 12 months is approximately \$67,000.

The City currently has approximately 50% of its total volume fixed at a price of \$1.93/gigajoule with the balance fluctuating based on market conditions. As at the time of writing this report the daily indexed pricing was \$1.77/gigajoule. One year fixed pricing for the period November 1, 1998 to October 31, 1999 was trading at \$2.56/gigajoule.

It is anticipated that pricing will continue to drop over the summer months at which time all or a portion of the City's requirements will be fixed for 1999. However, with new pipe line expansions expected to be in operation in the early part of 1999 and through 2000, natural gas prices are projected to increase significantly. The one year extension on the contract will provide staff with the flexibility to negotiate firm pricing at the appropriate time in order to minimize the exposure to higher prices. City staff along with Regional staff and representatives from Engage Energy will monitor the market and determine the best time to fix the City's cost for 1999.

BACKGROUND:

Since July of 1992 The Corporation City of Hamilton has purchased it's natural gas requirements directly from a western producer. This has enabled the City to purchase gas at market prices providing savings in excess of \$600,000 for this period.

The City has contracted with Engage Energy Canada, L.P. (formerly Westcoast Gas Services Inc.) for the past four years and has received excellent service.

Upon completion of this final term, detailed specifications will be prepared and tendered in the last quarter of 1999 or early in 2000 for the supply of natural gas for the City of Hamilton and Hamilton-Wentworth Region.

In a report to the Finance and Administration Committee dated 1994 July 12 which was later approved by Council on 1994 July 26, it was noted that the City and Region would combine their volumes of gas consumed for the purposes of a joint tender. The responses to the tender issued by the Manager of Purchasing (Ref. C19-8-96) were for the supply of natural gas to:

The Corporation of the City of Hamilton
Regional Municipality of Hamilton-Wentworth
City of Stoney Creek
Town of Flamborough
Township of Glanbrook
Hamilton Regional Conservation Authority
Town of Dundas

RLF/rd

c.c. P. Noé Johnson, City Solicitor
Attention: Lorne Farr, Solicitor
A. Ross, City Treasurer
Attention: Chris Rendell
R. Desnoyers, Culture & Recreation

11. (d.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 June 16

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Ross L. Fair, Director
Culture and Recreation

SUBJECT: C.U.P. - Repairs to Main Heating Boilers

RECOMMENDATION:

- a) That approval be given to issue a Purchase Order to MBM Mechanical & Welding Ltd. of Stoney Creek, Ontario in the amount of \$97,229.50 inclusive of G.S.T.(\$5,660.81) and includes a contingency of \$10,700 to supply the necessary labour and materials to replace the two main heating boilers located in the penthouse of Hamilton Place, this being the lowest of two acceptable alternative bids received in accordance with the specifications issued by the Purchasing Division, Ref. C2-898; and
- b) That the work be financed from the Capital Funds Account CF709851035 (\$100,000) as approved by the Committee of the Whole during the 1998 - 2007 Capital Budget deliberations.

Ross L. Fair

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

BACKGROUND:

The C.U.P. main heating boilers located in the penthouse of Hamilton Place provide hot water for building heating purposes to the Convention Centre, Ellen Fairclough Building, Art Gallery and Hamilton Place.

During the 1997/98 heating season a leak developed on one of the two boilers. While the boiler was shutdown for remedial repairs a thorough investigation of the boiler revealed several stress cracks on the various heating surfaces. This discovery prompted the capital budget submission and subsequent repairs/replacement this summer in order to avoid an untimely failure next heating season.

In response to the specifications issued by the Purchasing Division, Ref. C2-898, three acceptable bids were received. They are:

Union Boiler of Hamilton	\$82,813.00
MBM Mechanical of Stoney Creek	\$86,529.50
Superior Boiler of Hamilton	\$89,767.65

The above quotes are inclusive of all taxes.

In addition to the above, two of the Contractors, Union Boiler and MBM Mechanical, submitted identical alternative proposals whereby they would replace the two existing boilers with two new boilers as opposed to refurbishing the existing. Apparently the refurbishing of the existing equipment is rather labour intensive compared to a straight demolition and replacement. The bids for the alternative proposal are:

MBM Mechanical of Stoney Creek	\$86,529.50
Union Boiler of Hamilton	\$88,413.00

The above quotes include all taxes.

Staff have examined the specifications of the new boilers being proposed and are satisfied that they will meet or exceed the requirements of the Central Utilities Plant. The proposed equipment comes complete with new burners, electronic controls, secondary circulating pumps and are more energy efficient, have a greater output capacity and produce emissions with far less Nitrous Oxide (NOX) content than the existing. This new equipment has been redesigned to allow for instant start up without exposing the heating surfaces to thermal shock. The manufacturers of this equipment provide a 20 year warranty on damage resulting from thermal shock. The expected life cycle of this equipment is approximately 20 - 25 years.

The existing boilers are approximately 11 years old. Typically a heating plant such as this one has a life expectancy of 20 - 25 years. However, problems with flow rates during the first few years likely resulted in thermal shock to the boilers which precipitated the stress cracks found this past winter. The flow problems have since been corrected and the refurbishing being proposed would likely extend the life of the existing equipment for another 12 - 15 years.

Staff have reviewed the alternative proposals and are recommending to Committee and Council that the boilers be replaced rather than refurbished as was originally planned. The extended life of the plant plus the design enhancements of the new equipment warrants the additional \$3,716.50.

RLF/tjf

c.c. A. Ross, City Treasurer
Attention: J. Krochak, Purchasing Division
 R. Desnoyers, Building Operations & Maintenance
 B.N. Calder, Hamilton Entertainment & Convention Facilities Inc.

CITY OF HAMILTON
- RECOMMENDATION -

11. (e.)

DATE: 1998 June 15

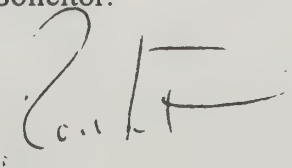
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Ross L. Fair
Director
Culture and Recreation Department

SUBJECT: Delegated Authority
- Council Chambers Renovations Project

RECOMMENDATION:

- a) That the Mayor and the Chairman of the Finance and Administration Committee, or Committee Vice Chairman in the absence of the Committee Chairman, be authorized to award the contracts relating to the Council Chambers Renovations and Barrier Free Design Modifications projects, provided that:
 - i) the recommended tender(s) meets the tender specifications for the contract(s) and is the lowest qualified bid;
 - ii) that cost of the contracts to be awarded shall not exceed the cumulative amount of \$ 422,106 (inclusive of GST);
- b) That the costs of the contracts to be awarded be funded from accounts CF 709841056 (City Hall-1998 Retrofit-Phase I, available funds \$250,000) and CF 329441017 (Barrier Free Design Modifications, all City Buildings, available funds \$172,106); and
- c) That the Director of Culture and Recreation report back to the Finance and Administration Committee and City Council respecting the outcome of the tender process; and
- d) That the Mayor and the City Clerk be authorized to execute all necessary documents respecting subsection (a), in a form satisfactory to the City Solicitor.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

This delegation of authority is required to ensure timely decision making to meet tight deadlines, given Council's reduced summer meeting schedule.

BACKGROUND:

The renovations of the Council Chambers project has been approved as a part of the 1998-2007 Provisional 10 Year Capital Budget Programme on May 14, 1998. The Council Chambers barrier free design modifications project is being coordinated with the renovations in order to complete the work concurrently and avoid duplication and further disruption to Council meeting schedule.

Staff is in the process of hiring a Consultant to assist in coordinating the work and proposing a project execution method in order to conform to the limited window of opportunity to complete the work. Staff is confident that the Council Chambers will be in "an Operating" condition for the September 8th, 1998 Council meeting, although some elements, may be deliverable after the said date.

In order to fast track the project, the staff will act as "Construction Managers" where by pre-ordering systems and other elements of the project without assigning a General Contractor to the project.

HK/RF

- c.c. Allan C. Ross, Treasurer
 P. Noé Johnson, City Solicitor
 R. Swan, Manager, Building Operations & Maintenance
 R. Desnoyers, Assistant Manager, Building Operations & Maintenance
 H. Kayal, Senior Project Manager

CONSENT AGENDA

FINANCE AND ADMINISTRATION COMMITTEE

**Tuesday, 1998 June 23rd
1:30 o'clock p.m.
Room 233, City Hall**

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

- (i) Minutes of the special meeting held on Tuesday, 1998 May 19th
- (ii) Minutes of the meeting held on Tuesday, 1998 May 19th
- (iii) Minutes of the Special meeting held on Tuesday, 1998 May 26th

B. TREASURER

- (i) Authorization to Enter into Extension Agreements on Specific Properties for the Payment of Realty Tax Arrears
- (ii) Supply and Delivery of Gasoline and Diesel Fuel as and when required for various locations
- (iii) Supply and Delivery of Janitorial Paper Products - Tender Ref. C20-2298

C. CITY SOLICITOR

- (i) Debenture By-law - Capital Projects - 1998
- (ii) By-law to amend By-law No. 93-069 - Second Hand and Salvage Dealers

D. CITY CLERK

By-law to appoint an Acting Clerk

E. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

Information Items

Tuesday, 1998 May 19
1:30 o'clock p.m.
Room 233, City Hall

The Finance and Administration Committee met.

Present:

Alderman D. Wilson, Chairman
Alderman D. O'Sullivan, Vice-Chairman
Robert M. Morrow
Alderman D. Haining
Alderman C. Collins
Alderman M. Caplan
Alderman A. Horwath
Alderman B. Charters
Alderman B. Kelly

A. (i)

Also Present:

Alderman G. Copps
Alderman R. Corsini
J. Pavelka, Chief Administrative Officer
A. Ross, Treasurer
P. Noé Johnson, City Solicitor
M. Watson, Real Estate, City Clerk's Office
Fire Chief W. Shoemaker
L. Bournes, Human Resources
J. Winn, Fire Prevention Bureau
R. Fair, Director of Culture and Recreation
P. Lampman, Building Department
R. Menagh, Human Resources
M. Shah, Building Department
Susan K. Reeder, Secretary

A G E N D A

1. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda, and approved the following:

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

The Committee was in receipt of the minutes of its meetings held Tuesday, 1998 May 5th and Monday, 1998 May 11th, and approved these minutes as circulated.

B. TREASURER

(i) Authorization to enter into extension agreements on specific properties for the payment of realty tax arrears

The Committee was in receipt of a report from the Treasurer dated 1998 May 6th respecting the above-noted matter, and approved the following:

- (a) That the City be authorized to enter into Extension Agreements, if required, in a form satisfactory to the City Solicitor and the City Treasurer pursuant to Section 8 of the Municipal Tax Sales Act, with the owners of the following properties to extend the time open for payment of realty tax arrears in accordance with the policy for extension agreements approved by City Council on 1994 June 28:

- (i) 6 Dartnall
- (ii) 70 Niagara
- (iii) 1420 Garth #36

- (iv) 194 John South
- (b) That a by-law to authorize the said Extension Agreements be enacted by City Council; and,
- (c) That the Mayor and City Clerk be authorized to execute the aforesaid by-law and extension agreements.

(ii) Financing of Tiffany - Phase 2, Hamilton

The Committee was in receipt of a report from the Treasurer dated 1998 April 28th respecting the above noted matter, and approved the following:

That as referred to in Section 1 of the Eleventh Report for 1998 of the Committee of the Whole approved by City Council on Thursday, 1998 May 14th, the City's share of "Tiffany-Phase 2" servicing at a cost of \$10,421 be financed from Centre No. CH 00212 "Reserve for Development Charges".

C. CITY SOLICITOR - By-law to amend By-law No. 93-069 - Repeal of cartage licensing

The Committee was in receipt of a report from the City Solicitor dated 1998 May 7th respecting the above noted matter, and agreed that the above referenced by-law be forwarded to City Council for approval.

D. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

The Committee was in receipt of a report from the Secretary of the Finance and Administration Committee dated 1998 May 14th respecting Information Items, and approved the following:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Correspondence - Eastern Ontario Disaster Relief Committee - request for fundraising support - letter dated 1998 April 23rd
- (b) Correspondence - City of Orillia - French/English Twinning Program - letter dated 1998 April 7th
- (c) Correspondence - Hamilton & District Chamber of Commerce - Resolution - Multilateral Agreement on Investments ("MAI") - endorsed by City Council - letter dated 1998 April 20th
- (d) Revised Report - Recommendation to the Transport and Environment Committee from the Commissioner of Public Works and Traffic - Advertising Practices of the former Hamilton Parking Authority - report dated 1998 April 23rd
- (e) Correspondence - FCM - Members' Advisory - FCM Launches new Website at <http://www.fcm.ca> - letter dated 1998 May 4th
- (f) Information Report - Commissioner of Human Resources - Appointments to and Terminations from Permanent Positions with the Corporation of the City of Hamilton - report dated 1998 May 8th

- (g) Correspondence - Manager, Real Estate Division - Real Estate Division of the City Clerk's Department - Services to the Region for the First Quarter of 1998 - letter dated 1998 May 4th
- (h) Information Report - Treasurer - Additional 1998 Interim Tax Bill - report dated 1998 May 11th

2. **CITY SOLICITOR - Proceedings arising from disposal of materials from 231 Gage Avenue North**

Alderman Wilson declared a conflict of interest in this matter as he is named in a lawsuit.

The Committee was in receipt of a report from the City Solicitor dated 1998 May 8th respecting the above noted matter, and approved the following:

- (a) That City Council provide authorization to retain independent counsel to represent the City in proceedings arising from the disposal of materials by the Hamilton Fire Department, removed from 231 Gage Avenue North; and,
- (b) That pursuant to the Indemnification By-law, that City Council provide independent counsel to represent staff and the Aldermen named in the above proceedings.

3. **CITY CLERK**

(a) **Transfer of Licence Inspector**

The Committee was in receipt of a report from the City Clerk dated 1998 May 7th respecting the above noted matter. The Committee approved the following:

That an additional Licence Inspector be transferred to the Building Department as part of the reorganization of the City Clerk's Department recently approved by City Council.

(b) **Repairs to Properties acquired through the Tax Sale Process**

The Committee was in receipt of a report from the City Clerk dated 1998 May 6th respecting the above noted matter. Some discussion ensued with respect to ensuring that City owned properties are maintained aesthetically, and thus set a standard. It was suggested that property management should occur in order that the City can realize the best return when these properties are being sold.

The Committee approved the following:

- (a) (i) That the City Clerk be authorized and directed to ensure that required emergency repairs are carried out to maintain the minimum property standards on properties acquired through the tax sale process; and,
- (ii) That the City Clerk be authorized and directed to make repairs to tax sale properties where the repairs are beyond the minimum requirement as long as the costs of said repairs can be justified on a business case scenario and subject to Committee and City Council approval; and,
- (iii) (1) That the City Clerk be authorized and directed to prepare a proposal call in order to retain a Property Management firm(s) which will manage surplus City properties when necessary during the transition of being sold; and,

- (2) That notwithstanding this policy, if there is an existing Property Management firm in place upon the City obtaining title to a particular property, the City have the option to retain the existing firm in order to utilize their services; and,
- (b) That the City Treasurer recommend the means of funding for said repairs to properties acquired by the City through the tax sale process.

4. TREASURER

(a) Accounting for Properties acquired by the City through the Tax Sale Process

The Committee was in receipt of a report from the Treasurer dated 1998 May 13 respecting the above noted matter. The Committee approved the following:

- (a) That revenue and expenditure accounts be established within the accounts of the Real Estate Division of the City Clerk's Department to detail costs incurred for maintenance and general repairs and the rents received on properties acquired by the City through the tax sale process; and,
- (b) That the net surplus/deficit for the maintenance of these tax sale properties be transferred annually to the Reserve for Property Purchases.

(b) 1997 Financial Report

The Committee was in receipt of a report from the Treasurer dated 1998 May 13th respecting the above noted matter. The City's Auditors were in attendance. The Committee approved the following:

- (a) That the 1997 Financial Report for the Corporation of the City of Hamilton, previously distributed to members of City Council, and available from the Committee Secretary upon request, be approved; and,
- (b) That the City Treasurer publish the required 1997 Financial Information, based on the audited Report, in the Hamilton Spectator, within the next 60 days.

(c) Supply and Delivery of Office Supplies - Various Departments

The Committee was in receipt of a report from the Treasurer dated 1998 May 12th respecting the above noted matter. The Committee approved the following:

That a purchase order be issued to Grand and Toy, Hamilton, to supply and deliver office supplies to various departments for a period of one (1) 12-month term with an option in favour of the City to renew for two (2) 12-month terms, being the lowest of four proposals received, in accordance with a Request for Proposal issued by the Purchasing Department and Vendors Proposal, and be financed through various approved Office Supplies Accounts.

(d) Financing - Parks Equipment

The Committee was in receipt of a report from the Treasurer dated 1998 May 19th respecting the above noted matter. The Chief Administrative Officer indicated that per Council approval this equipment has been ordered, and that the issue outstanding is the method of funding. Some discussion ensued, and the Committee agreed to defer this consideration until later in the meeting.

(e) **Financing of Replacement of Boilers - City Hall**

The Committee was in receipt of a report from the Treasurer dated 1998 May 13th respecting the above noted matter and approved the following:

- (a) That as referred to in Section 9 of the Thirteenth Report for 1998 of the Finance and Administration Committee, approved by City Council at its meeting held Tuesday, 1998 May 12th, that the authorized gross cost of Replacement of Boilers - City Hall, the combined Account Centre No. CF 319741037, be increased by \$85,000 from \$245,000 to \$330,000; and,
- (b) That the additional cost of \$85,000 be financed by the Reserve for Capital Projects, Account Centre No. CH 00203.

5. **REFERRAL FROM CITY COUNCIL - Correspondence, Business Realty Taxes**

The Committee was in receipt of correspondence from the owner of RWT Pharmacy Limited (operated as Shoppers Drug Mart, Centre Mall), with respect to Business Realty Taxes. Some discussion ensued and the Committee agreed to receive this correspondence.

6. **FIRE CHIEF - Requested Information Report - Recycling Concerns**

The Committee was in receipt of an Information Report from the Fire Chief dated 1998 May 4th respecting the above noted matter. Some discussion ensued with respect to this issue and the recent Ministry of the Environment Hearing regarding the Plastimet Fire. The Committee agreed to receive this document for information purposes.

7. **COMMISSIONER OF HUMAN RESOURCES - Baby Friendly Workplace**

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1998 May 12th respecting the above noted matter. The Committee approved the following:

- (a) That the following policy be adopted:

The City of Hamilton supports female employees who choose to continue breastfeeding upon returning to work from pregnancy/parental leave. It also supports and encourages breastfeeding by members of the public using City premises.

- (b) That, if additional time is required for breastfeeding and/or expressing, employees be permitted to use lieu time where operationally possible.

8. **H.E.C.F.I. - Parking Associated with H.E.C.F.I. Facilities**

The Committee was in receipt of a report from the H.E.C.F.I. Board of Directors dated 1998 April 28th respecting the above noted matter and recommending the following:

That City Council be requested to transfer to HECFI the management and operation of the following parking lots directly associated with the HECFI Facilities located at:

- (a) Hamilton Convention Centre Underground Parking facility located at Summers Lane

- (b) Municipal Parking lot located at Bay and King; Municipal Parking lot located at Cannon and Bay;
- (c) Municipal Parking lot located at Napier and Queen.

Considerable discussion ensued on this matter and it was agreed that staff should review this issue in the areas of financial implications of approving such a transfer, and analysing what percentage of use is made of these lots by HECFI activities. It was also agreed that there is no immediate urgency to take action on this matter, and that this comprehensive study could be undertaken during the summer months with a report back to the Committee of the Whole in 1998 September. It was agreed that this report should be co-ordinated by the Director of Public Works and Traffic.

9. **BUILDING COMMISSIONER**

(a) **Barrier Free Design Modifications - Canadian Football Hall of Fame - 58 Jackson Street West - Design-Build Contract**

The Committee was in receipt of a report from the Building Commissioner dated 1998 May 1st respecting the above noted matter.

Alderman Copps questioned where this particular project fit into the priority list of barrier free modifications. It was agreed that an Information report to this effect would be forwarded to members of Council prior to the City Council meeting.

The Committee approved the following:

- (a) That a design-build contract be awarded to Triple Crown Enterprise Ltd., 170 Shaw Street, Hamilton in the amount of \$201,160, including GST, for the Barrier Free Design modifications to the Canadian Football Hall of Fame building at 58 Jackson Street West; and,
- (b) That the Building Commissioner be authorized to carry an additional \$35,000 project contingency to cover unforeseen items which may arise during construction; and,
- (c) That these expenditures be funded from the account: Barrier Free Design Modifications - CF 809453005; and,
- (d) That a contract satisfactory to the City Solicitor be entered into between the City and Triple Crown Enterprises Ltd., 170 Shaw Street, Hamilton; and,
- (e) That the Mayor and City Clerk be authorized and directed to execute the design-build contract in a form satisfactory to the City Solicitor.

(b) **Salvage and Second Hand Goods Businesses**

The Committee was in receipt of a report from the Building Commissioner dated 1998 May 8th respecting the above noted matter. The Committee approved the following:

That the City of Hamilton By-law 93-069, Schedule 17, respecting Salvage and Second Hand Goods Businesses, be amended to provide for the following:

- (a) (i) That any individual selling or trading second hand goods be required to produce some form of government issued identification and submit to either a video or photo identification; and,

- (ii) That the video and photo identification be retained for 30 calendar days for non-transient and resident Second Hand Goods dealers; and 60 calendar days for transient and non-resident Second Hand Goods dealers; and,
 - (b) That the retention period for purchased or traded goods be increased from 14 days to 30 calendar days; and,
 - (c) That only vendors selling or buying the following types of second hand goods be required to obtain a licence: jewellery, precious gems, time pieces, musical instruments, tools, coins, auto parts, cameras and electronic components; such as, stereos, televisions, CD players, fax machines, computer components; and,
 - (d) That all transient or non-resident Second Hand Goods dealers be required to apply for a licence at least 30 days in advance of opening for business and all goods purchased must be retained in the City of Hamilton for 60 days, at a location accessible during normal business hours; and,
 - (e) That the following definitions be added:
 - (i) "electronic components" includes stereos, televisions, compact disk players, video players and recorders, facsimile machines, computers, video cameras, and their components;
 - (ii) "jewellery" means articles of personal adornment made in whole or part of silver, gold or platinum metal;
 - (iii) "salvage or second-hand goods shop or yard" means premises used for the collection, storage, or buying of used manufactured or processed goods, materials or parts, including automobiles or auto parts, whether or not they are further recycled, repaired or salvaged, and which in whole or part are sold or offered for sale by retail;
 - (iv) "antiques" means furniture and other goods or articles commonly recognized as collectable because of their quality, value or age, and reproductions of such items, but not including jewellery, precious gems, time pieces, musical instruments, tools, cameras, camera components, or coins;
 - (v) "works of art" means paintings, photographs, sculpture and other products of artisans commonly recognized as collectable because of their quality or value, but not including jewellery, precious gems, time pieces or coins; and
 - (f) That the City Solicitor be authorized and directed to prepare a by-law, consolidating Schedule 17 with the above amendments, to repeal and replace Schedule 17.
- (c) Barrier Free Design Modifications construction contract: Hamilton Place Parking, 80 Main Street West; Convention Centre Parking, 80 Main Street West; York Boulevard Parkade, 32 York Boulevard; Fire Department Administration Building, 55 King William Street

The Committee was in receipt of a report from the Building Commissioner and the Commissioner of Public Works and Traffic dated 1998 May 4th respecting the above noted matter. The Committee approved the following:

- (a) That a construction contract be awarded to STF Construction Limited, 148 Stapleton Avenue, Hamilton in the amount of \$277,866 including G.S.T. for the Barrier Free Design Modifications to the following three buildings:
 - 55 King William Street - Fire Department Admin. Bldg.
 - 32 York Boulevard - Eaton's Centre Parkade
 - 80 Main Street West - Summers Lane, Parking Services; and,
- (b) That the Building Commissioner be authorized to carry an additional \$50,000 project contingency to cover unforeseen items which may arise during construction; and,
- (c) That these expenditures be funded from Barrier Free Design Modifications Account No. CF-809453005; and,
- (d) That a contract satisfactory to the City Solicitor be entered into between the City and STF Construction Limited, 148 Stapleton Avenue, Hamilton; and,
- (e) That the Mayor and the City Clerk be authorized and directed to execute the design build contract in a form satisfactory to the City Solicitor.

(d) Taxi Fare Increases

The Committee was in receipt of a report from the Building Commissioner dated 1998 May 14th respecting the above noted petition respecting taxi fare increases.

It was agreed that this petition be referred to staff for preparation of a report to the Licencing Committee and back to the Finance and Administration Committee.

10. **IN CAMERA AGENDA**

The Committee moved to an In Camera session to discuss matters of a Private and Confidential nature.

The Committee moved back into Regular session and approved the following:

Bendel Arbitration dated 1998 April 1

That the City retain outside counsel to commence proceedings to stay the implementation of the Arbitration Award on 1998 April 1 by Arbitrator Bendel, and to file for Judicial Review.

City of Hamilton Nominee - Federation of Canadian Municipalities, National Board of Directors


That the Federation of Canadian Municipalities be advised that Hamilton City Council nominates Alderman B. Charters as its nominee for consideration as a member of the National Board of Directors of the Federation of Canadian Municipalities.

12. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,

ALDERMAN D. WILSON, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE



Susan K. Reeder

Secretary

1998 May 19

Tuesday, 1998 May 19
8:00 o'clock p.m.
Room 233, City Hall

A Special meeting of the Finance and Administration Committee was convened at which Members of City Council were invited to be present:

Present:

Alderman D. Wilson, Chairman
Alderman D. O'Sullivan, Vice-Chairman
Mayor Robert M. Morrow
Alderman M. Caplan
Alderman A. Horwath
Alderman D. Haining
Alderman C. Collins
Alderman B. Charters
Alderman B. Kelly

A. (ii)

Also Present:

Ald. T. Anderson
Ald. G. Copps
Ald. R. Corsini
Ald. F. D'Amico
Ald. F. Eisenberger
Ald. M. Kiss
John Johnson, Director of Human Resources
Stella Glover, Acting Secretary

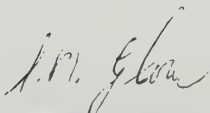
The Finance and Committee waived the Rules of Order and the requirement for notice of meeting in order to receive information from the Director of Human Resources.

The Committee moved in camera to consider a Private and Confidential litigation matter.

The Committee then moved back into Regular Session, and there being no further business the meeting then adjourned.

Taken as read and approved,

**ALDERMAN D. WILSON, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE**



**Stella Glover,
Acting Secretary
1998 May 19**

Tuesday, 1998 May 26th
7:00 o'clock p.m.
Room 233, City Hall

A Special Meeting of the Finance and Administration Committee was held.

There were present:

Alderman D. Wilson, Chairman
Alderman D. O'Sullivan, Vice-Chairman
Mayor Robert M. Morrow
Alderman C. Collins
Alderman M. Caplan
Alderman D. Haining
Alderman B. Charters
Alderman A. Horwath
Alderman B. Kelly

A. (iii)

Also present:

Alderman M. Kiss
Alderman T. Anderson
J. Pavelka, Chief Administrative Officer
C. Firth-Egland, Public Works and Traffic
W. Plessel, Public Works and Traffic
C. Guthro, Public Works and Traffic
Fire Chief Shoemaker
A. Ross, Treasurer
J. Schatz, City Clerk
P. Noe Johnson, City Solicitor
M. Watson, Real Estate, City Clerk's Office
D. Lobo, Commissioner of Public Works and Traffic
Susan K. Reeder, Secretary

A G E N D A

1. TREASURER - Financing Parks Vehicle Purchases

The Committee was in receipt of a report from the Chief Administrative Officer dated 1998 May 25th entitled "Financing Acquisition of Vehicles and Equipment", which had been previously circulated to them.

The Committee approved the following:

- (a) That Council approve a policy for financing the acquisition of vehicles and equipment, making provisions for:
 - (i) all new vehicles and equipment required as expansions or additions to be financed from capital budgets; and,
 - (ii) all new vehicles and equipment added as expansions or additions to also include the appropriate provision in the current budget for ongoing maintenance and operation; and,
 - (iii) all vehicles and equipment being replaced to be financed from the equipment reserve accounts.
- (b) That the cost of (1) 5 Gang Sports Field Mower and a four-wheel Turf Truckster for a total of \$75,900 be charged to the Reserve for Capital Projects.

2. CITY CLERK

(a) Comments to the AGCO - Temporary Extension of Liquor Licence - New Dynes Tavern, Beach Boulevard - Annual Beach Boulevard Auction and Garage Sale - Jimmy Lomax Santa Operation Fundraiser - 1998 July 11 and 12

The Committee was in receipt of a report from the City Clerk dated 1998 May 26th respecting the above-noted matter. The Committee approved the following:

That the Alcohol & Gaming Commission of Ontario (AGCO) be advised that the City of Hamilton is aware of the application by the New Dynes Tavern, 337 Beach Boulevard, Hamilton for a Temporary Extension of Liquor Licence for 1998 July 11 - 12 for the Annual Beach Boulevard Auction and Garage Sale and has no objection to the issuance of this Permit on the following conditions:

- (a) That the requirements of the Hamilton-Wentworth Regional Police are satisfied; and,
- (b) That the appropriate fencing is erected in accordance with the requirements of the AGCO; and,
- (c) That the City's Noise Control By-law requirements are followed.

(b) Comments to the AGCO - Temporary Extension of Liquor Licence - Sam's Pizzeria, Concession Street in connection with the Concession Street BIA Streetfest to be held on 1998 June 6th

The Committee was in receipt of a report from the City Clerk dated 1998 May 26th respecting the above-noted matter. The Committee approved the following:

That the Alcohol & Gaming Commission of Ontario (AGCO) be advised that the City of Hamilton is aware of the application by Sam's Pizzeria & Restaurant, 568 Concession Street, Hamilton for a Temporary Extension of Liquor Licence for Saturday, 1998 June 6th to set up a fenced patio in front of their restaurant during the Concession Streetfest, and has no objection to the issuance of this Permit on the following conditions:

- (a) That the requirements of the Hamilton-Wentworth Regional Police are satisfied; and,
- (b) That the appropriate fencing is erected in accordance with the requirements of the AGCO; and,
- (c) That the City's Noise Control By-law requirements are followed; and,
- (d) That Sam's Pizzeria provides proof of \$5 million liquor liability insurance naming the City of Hamilton and the Region of Hamilton-Wentworth as cross liability.

3. IN CAMERA AGENDA

The Committee moved to an In Camera Session to consider matters of a Private and Confidential nature.

The Committee moved back into regular session and approved the following:

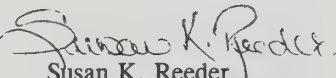
- (a) That the City of Hamilton agree to release Sunil Syal and Shalini Syal from their obligation to fulfil and complete the requirements of the Offer to Purchase for 1319 Main Street East, Hamilton dated 1997 November 25; and,
- (b) That the \$5,000 deposit be returned by the Treasury Department; and,
- (c) That the Mayor and City Clerk be authorized and directed to execute any documentation, satisfactory to the City Solicitor, required to effect such release; and,
- (d) That the Real Estate Division of the City Clerk's Department be authorized and directed to relist and sell the property at 1319 Main Street East.
- (e) That the above recommendations be conditional upon the City of Hamilton obtaining a release from any real estate commission obligation with the Listing Broker and the Selling Broker of the property at 1319 Main Street East.

4. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,

ALDERMAN D. WILSON, CHAIRMAN
FINANCE AND ADMINISTRATION
COMMITTEE


Susan K. Reeder
Secretary
1998 May 26th

CITY OF HAMILTON
- RECOMMENDATION -

B. (i)

DATE: 1998 June 8

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Authorization to enter into extension agreements on
specific properties for the payment of realty tax arrears

RECOMMENDATION:

- (a) That the City be authorized to enter into Extension Agreements, if required, in a form satisfactory to the City Solicitor and the City Treasurer pursuant to Section 8 of the Municipal Tax Sales Act, with the owners of the following properties to extend the time open for payment of realty tax arrears in accordance with the policy for extension agreements approved by City Council on June 28, 1994:

9 Robert	928 King E.
84 Cannon E.	11 Strathcona N.
22 Locke S.	231 Gage N.
8 Locke N.	15 Ainslie
249 Victoria N.	540 Woodward
490 Nash N.	9 Wentworth N.
11 Rebecca	1430 Main E.
4 Dartnall	215 Hess N.
286 Sanford N.	231 Cannon E.
556 Upper Sherman	300 Acadia
1403 Main E.	590 Main E.
928 King E.	71 Erie
352 East 36th	73 Erie
1 Somerset	

- (b) That the attached by-law to authorize the said Extension Agreements be enacted by Council.
- (c) That the Mayor and City Clerk be authorized to execute the aforesaid by-law and extension agreements.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The execution of the by-law and agreements, where required, will defer the City's right to sell the lands for tax arrears for a maximum period of 24 months; however, the City will be in receipt of regular monthly payments towards current and prior years arrears over the term of the agreements.

BACKGROUND:

Section 8 of the Municipal Tax Sales Act provides that the municipality, by a by-law passed after the registration of the tax arrears certificate and before the expiry of the one-year period for redemption, may authorize an extension agreement with the owner of the land extending the period in which the cancellation price is to be paid. On June 28, 1994, in accordance with this legislation, Council approved a policy authorizing the City to enter into extension agreements with taxpayers providing certain conditions were met.

The owner of a property which has been registered for tax arrears may request the City to consider an extension agreement at any time up to and including the final day on which the redemption period expires. Administratively, there may not be sufficient time to obtain the necessary Council approval of the by-law prior to this deadline. Accordingly, staff are requesting advance authorization for the City to enter into extension agreements, if necessary, with the owners of the above specific properties providing they meet the conditions outlined in the policy adopted by Council on June 28, 1994.

In certain instances when all of the conditions in the extension agreement policy are not met the Treasurer should be allowed the latitude to recommend an extension agreement be entered into if it is deemed to be in the best financial interest of the municipality. Under these circumstances a separate report would be provided to the Committee for deliberation and approval.

During the initial months of this repayment option it has been ascertained that operational time constraints, e.g. writing of reports, council approvals, make it necessary to have the authorization to enter into these extension agreements pre-approved. Accordingly, in the month that the legislated final notices for the tax registration process are mailed out (280 days from the registration date), a listing of all those properties for which the owners may wish to enter into an extension agreement will be forwarded to Committee and Council for approval. Owners who show an interest in entering into an extension agreement with the City prior to the mailing of the final notices, will be added to the monthly reports required.

/WDD

THE CORPORATION OF THE CITY OF HAMILTON

BY-LAW NO.98-

TO AUTHORIZE AN EXTENSION AGREEMENT

FOR PAYMENT OF REALTY TAX ARREARS

WHEREAS the Municipal Tax Sales Act, R.S.O. 1990, c.M.60, (hereinafter referred to as the "Act"), states that the Council of a municipality may, by by-law, authorize an Extension Agreement with the owner of land in arrears of realty taxes in excess of three (3) years after the registration of a Tax Arrears Certificate and before the expiry of the one year redemption period;

AND WHEREAS the Municipal Tax Sales Act (section 8) states that the said Extension Agreement may extend the period of time, upon the terms specified therein, within which the Cancellation Price is to be paid;

AND WHEREAS, pursuant to the Municipal Tax Sales Act, the Treasurer did register a Tax Arrears Certificate indicating arrears of realty taxes in excess of three (3) years on the lands described in Schedule "A" annexed hereto,

AND WHEREAS, the said land is recorded by The Corporation of the City of Hamilton under the specific Tax Roll Serial Nos. indicated in Schedule "A" annexed hereto.

AND WHEREAS, The Owners of the lands described in Schedule "A" have requested that the City exercise its discretion to pass a bylaw to authorize an Extension Agreement to extend the period of time in which the Cancellation Price may be paid.

AND WHEREAS the one year period within which this by-law may be enacted will therefore expire on the days described as the redemption date of Schedule "A" attached hereto.

NOW THEREFORE the Council of the Corporation of the City of Hamilton enacts as follows:

1. (a) The time open for acceptance and the permitted payments of the Cancellation Price beyond the expiry of the said one year redemption period as set out in Schedule "A" are hereby authorized to be extended pursuant to an Extension Agreement.

(b) The owner of the land described in Schedule "A" may, on or before the redemption date, enter into the Extension Agreement with The Corporation of the City of Hamilton, and the Mayor and City Clerk are hereby authorized to execute the Extension Agreement on behalf of the City.
2. As provided in the Municipal Tax Sales Act, notwithstanding any other provision of this Extension Agreement, it is understood and agreed that while the Extension Agreement remains a subsisting agreement in good standing:

(a) that the Extension Agreement does not reduce the amount of the Cancellation Price.

(b) that the Extension Agreement does not prohibit any person from paying the Cancellation Price at any time.

(c) that any person may pay the Cancellation Price at any time.

(d) that the Extension Agreement terminates upon payment of the Cancellation Price by any person.

(e) that the Extension Agreement shall cease to be considered a subsisting Extension Agreement for purposes of section 9(2) of the Act, when and under what conditions set out in the Extension Agreement.

3. As also provided in the Municipal Tax Sales Act,

(a) while such Extension Agreement is in good standing, the period of such time shall not be counted in calculating the time within which the Cancellation Price may be paid.

(b) upon default by owner in complying with the Extension Agreement or any term thereof, the Extension Agreement shall cease and, (unless there remains time within which the Cancellation Price may be paid and is paid), the land shall be offered for sale by the Treasurer.

PASSED this day of 1998, A.D.,

CITY CLERK

MAYOR

SCHEDULE "A"
EXTENSION AGREEMENTS

- | | | |
|----|---------------------------|------------------------------|
| 1) | PROPERTY ADDRESS | 9 ROBERT ST. |
| | SERIAL NUMBER | 02 01565 3960 |
| | BRIEF LEGAL DESCRIPTION | SURVEY J HUGHSON |
| | | PART LOT 15, 16 & 17 |
| | DATE OF REGISTRATION | DECEMBER 10, 1997 |
| | TAX ARREARS CERTIFICATE # | VM240779 |
| | REDEMPTION DATE | DECEMBER 10, 1998 |
| | TOTAL ARREARS | \$34,515.54 |
| 2) | PROPERTY ADDRESS | 928 KING E. |
| | SERIAL NUMBER | 03 02635 0040 |
| | BRIEF LEGAL DESCRIPTION | PLAN 413 PART LOT 15 |
| | DATE OF REGISTRATION | AUGUST 18, 1997 |
| | TAX ARREARS CERTIFICATE # | LT465905 |
| | REDEMPTION DATE | AUGUST 18, 1998 |
| | TOTAL ARREARS | \$15,884.81 |
| 3) | PROPERTY ADDRESS | 84 CANNON E. |
| | SERIAL NUMBER | 02 01540 0560 |
| | BRIEF LEGAL DESCRIPTION | SURVEY N HUGHSON PART LOT 25 |
| | DATE OF REGISTRATION | JULY 23, 1997 |
| | TAX ARREARS CERTIFICATE # | VM239487 |
| | REDEMPTION DATE | JULY 23, 1998 |
| | TOTAL ARREARS | \$11,572.34 |
| 4) | PROPERTY ADDRESS | 11 STRATHCONA N. |
| | SERIAL NUMBER | 01 01035 0900 |
| | BRIEF LEGAL DESCRIPTION | PLAN 46 L APT |
| | DATE OF REGISTRATION | JULY 23, 1997 |
| | TAX ARREARS CERTIFICATE # | LT461806 |
| | REDEMPTION DATE | JULY 23, 1998 |
| | TOTAL ARREARS | \$28,136.17 |
| 5) | PROPERTY ADDRESS | 22 LOCKE S. |
| | SERIAL NUMBER | 01 01015 1120 |
| | BRIEF LEGAL DESCRIPTION | CON 2 PART LOT 18 |
| | DATE OF REGISTRATION | JULY 23, 1997 |
| | TAX ARREARS CERTIFICATE # | VM239486 |
| | REDEMPTION DATE | JULY 23, 1998 |
| | TOTAL ARREARS | \$11,367.87 |
| 6) | PROPERTY ADDRESS | 231 GAGE N. |
| | SERIAL NUMBER | 03 02720 5130 |
| | BRIEF LEGAL DESCRIPTION | CON 1 PART LOT 4 |
| | DATE OF REGISTRATION | JULY 23, 1997 |
| | TAX ARREARS CERTIFICATE # | VM239485 |
| | REDEMPTION DATE | JULY 23, 1998 |
| | TOTAL ARREARS | \$269,329.91 |
| 7) | PROPERTY ADDRESS | 8 LOCKE N. |
| | SERIAL NUMBER | 01 01040 3220 |
| | BRIEF LEGAL DESCRIPTION | PLAN 1435 BLOCK 1 RANGE 3 |
| | | PART LOT 6 |
| | DATE OF REGISTRATION | AUGUST 8, 1997 |
| | TAX ARREARS CERTIFICATE # | VM239732 |
| | REDEMPTION DATE | AUGUST 8, 1998 |
| | TOTAL ARREARS | \$40,151.18 |

8)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	15 AINSLIE 01 00410 2540 PLAN 1482 PART LOT 58 AUGUST 8, 1997 VM239733 AUGUST 8, 1998 \$11,296.23
9)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	249 VICTORIA N. 03 02160 0910 PLAN 90 PART LOT 15 & 16 AUGUST 8, 1997 LT465564 AUGUST, 1998 \$14,684.66
10)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	540 WOODWARD 05 05010 2480 PLAN 308 PART LOT 15 AUGUST 8, 1997 VM239729 AUGUST 8, 1998 \$146,747.74
11)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	490 NASH N. 05 04810 4170 CON 1 PART LOT 28 AUGUST 8, 1997 LT465570 AUGUST 8, 1998 \$206,044.87
12)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	9 WENTWORTH N. 03 02115 5700 PLAN 43 PT LOT 1 & 2 AUGUST 8, 1997 LT465573 AUGUST 8, 1998 \$18,485.43
13)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	11 REBECCA 02 01545 1120 SURVEY N HUGHSON PART LOT 49 & 50 AUGUST 8, 1997 VM239730 AUGUST 8, 1998 \$461,139.76
14)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	1430 MAIN E. 04 03430 6720 PLAN 579 LOT 8 PART LOT 7 AUGUST 8, 1997 LT465563 AUGUST 8, 1998 \$19,432.39
15)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	4 DARTNALL 06 05810 2490 CON 8 PART LOT 3 & 4 AUGUST 8, 1997 LT465572 AUGUST 8, 1998 \$13,141.38

16)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	215 HESS N. 02 01250 34300 PLAN 119 PART LOT 22 LOT 23 TO 27 AUGUST 8, 1997 VM239731 AUGUST 8, 1998 \$45,182.55
17)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	286 SANFORD N. 03 02330 6040 PLAN 167 LOTS 14, 15, 28, 29 AUGUST 8, 1997 LT465571 AUGUST 8, 1998 \$224,331.68
18)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	231 CANNON E. 03 02145 6730 PLAN 199 PART LOTS 22, 23 & 24 AUGUST 8, 1997 LT465567 AUGUST 8, 1998 \$57,491.21
19)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	556 UPPER SHERMAN 07 06760 7930 PLAN 608 LOT 716 & 717 AUGUST 8, 1997 LT465569 AUGUST 8, 1998 \$15,371.94
20)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	300 ACADIA 07 07510 0779 PLAN 909 PART LOT 7 AUGUST 8, 1997 LT465566 AUGUST 8, 1998 \$17,311.02
21)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	1403 MAIN E. 04 03125 7100 PLAN 522 PART LOT 16 AUGUST 8, 1997 LT465562 AUGUST 8, 1998 \$32,760.98
22)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	590 MAIN E. 03 02450 5670 PLAN 225 LOT 10 PART LOT 9 AUGUST 8, 1997 LT465568 AUGUST 8, 1998 \$32,041.23
23)	PROPERTY ADDRESS SERIAL NUMBER BRIEF LEGAL DESCRIPTION DATE OF REGISTRATION TAX ARREARS CERTIFICATE # REDEMPTION DATE TOTAL ARREARS	928 KING E. 03 02635 0040 PLAN 413 PART LOT 15 AUGUST 18, 1997 LT465509 AUGUST 18, 1998 \$15,884.81

24)	PROPERTY ADDRESS	71 ERIE
	SERIAL NUMBER	03 02050 1960
	BRIEF LEGAL DESCRIPTION	PLAN 173 PART LOT 20
	DATE OF REGISTRATION	AUGUST 18, 1997
	TAX ARREARS CERTIFICATE #	LT465901
	REDEMPTION DATE	AUGUST 18, 1998
	TOTAL ARREARS	\$10,833.40
25)	PROPERTY ADDRESS	352 EAST 36TH
	SERIAL NUMBER	07 06320 2150
	BRIEF LEGAL DESCRIPTION	PLAN 808 PART LOT 313
	DATE OF REGISTRATION	AUGUST 18, 1997
	TAX ARREARS CERTIFICATE #	LT465892
	REDEMPTION DATE	AUGUST 18, 1998
	TOTAL ARREARS	\$11,392.58
26)	PROPERTY ADDRESS	73 ERIE
	SERIAL NUMBER	03 02050 1930
	BRIEF LEGAL DESCRIPTION	PLAN 244 PART LOTS 20 & 21
	DATE OF REGISTRATION	AUGUST 18, 1997
	TAX ARREARS CERTIFICATE #	LT465899
	REDEMPTION DATE	AUGUST 18, 1997
	TOTAL ARREARS	\$10,758.60
27)	PROPERTY ADDRESS	1 SOMERSET
	SERIAL NUMBER	03 02650 2530
	BRIEF LEGAL DESCRIPTION	PLAN 48 PART LOT 1, 2 & 3
	DATE OF REGISTRATION	AUGUST 18, 1997
	TAX ARREARS CERTIFICATE #	LT465879
	REDEMPTION DATE	AUGUST 18, 1998
	TOTAL ARREARS	\$10,789.42

CITY OF HAMILTON
- RECOMMENDATION -

B. (ii)

DATE: 1998 June 4

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

JUN 10 1998

FROM: Allan C. Ross
Treasurer

SUBJECT: Supply and Delivery of Gasoline and Diesel Fuel
as and when required for various locations

RECOMMENDATION:

That purchase orders be issued for the supply and delivery of gasoline and diesel fuels to various City Departments as and when required to June 30, 2001 with the option to renew for two (2) one-year terms in accordance with specifications issued by the Manager of Purchasing, Public Transport/HSR and vendors' tenders, and be financed through various approved accounts, as follows:

Petro Canada

Regular unleaded gasoline	\$.1903
Premium unleaded gasoline	.2252
Regular Low Sulphur Diesel	.1870

Shell Canada

Premium low sulphur diesel	\$.1985
----------------------------	----------

Sunoco Inc.

Regular blended unleaded gasoline	\$.2006
Premium blended unleaded gasoline	.2331

All gasoline prices are plus excise tax @ \$.10 per litre; road tax @ \$.1470 per litre; and GST.

All diesel prices are plus excise tax @ \$.04 per litre; road tax @ \$.1430 per litre; and GST.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

Allan C. Ross

BACKGROUND:

This was a cooperative tender that included eight various agencies including the City of Hamilton and the Regional Municipality of Hamilton-Wentworth.

The tenders accepted are for market pricing which gives us a firm price for 30 days, with 15 days' notice of a price increase.

Estimated expenditure for next twelve months is approximately \$320,000 for gasoline and \$490,000 for diesel fuel.

Tender Analysis	Unleaded		Diesel		Pricing Method
	<u>Regular</u>	<u>Premium</u>	<u>Regular</u>	<u>Premium</u>	
Esso Imperial	.2108	.2458	.2017	.2129	Market Price
Petro Canada	.1903	.2252	.1870	.2008	Market Price
Shell Canada	.2172	.2672	.1885	.1985	Market Price
Sunoco Inc.	.2006	.2331	.1919	.2079	Market Price
Plus all applicable taxes (excise, road and GST)					

CITY OF HAMILTON
- RECOMMENDATION -

B. (iii)

DATE: 1998 June 9

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. Allan C. Ross
Treasurer

SUBJECT: SUPPLY & DELIVERY OF JANITORIAL PAPER
PRODUCTS - TENDER REF. C20-2298

RECOMMENDATION:

That a purchase order be issued to Morgan-Scott, Mississauga, Ontario, for the supply and delivery of various janitorial paper products during 1998-1999 to the City of Hamilton - Purchasing Stores, being the lowest of five (5) tenders received, in accordance with specifications issued by Purchasing and Vendor's tender and be financed through Stores Inventory Account No. CH56103 28999.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Lowest of five (5) acceptable tenders received. Analysis, as per attached, based on estimated quantities. All taxes extra.

Allan C. Ross

THE CORPORATION OF THE CITY OF HAMILTON

FORM OF TENDER

SUPPLY AND DELIVERY OF JANITORIAL SUPPLIES DURING 1998/99

CITY OF HAMILTON - PURCHASING STORES

Description	Qty.	Morgan - Scott			Tennier Sanitation			G.T. French		
		Mfg. and Code #	Price P/Cs.	Total Price	Mfg. and Code #	Price P/Cs.	Total Price	Mfg. and Code #	Price P/Cs.	Total Price
Singlefold #1 White Paper Towels, 9.5 x 10.75 - Scott 01204 - 16 x 250 pqlts/case	300	Scott #01904	14.58	\$4,374.00	Scott #01904	16.41	\$4,923.00	Perkins #101412	16.15	\$4,845.00
Multifold #1 White Paper Towels, 9.5 x 10.75 - Scott 01220 - 10 x 400 pqlts/case	1200	Scott #01920	14.58	\$17,496.00	Scott #01920	15.87	\$19,044.00	Perkins #101409	15.95	\$19,140.00
Interfold Toilet Tissue 96 pkgs per case	30	Atlantic #150250	61.46	\$1,843.80	Atlantic #150250	66.80	\$2,004.00	Fort James #17100	49.15	\$1,474.50
Toilet Tissue, 2 Ply - 500 sheets, 48 rolls per case	875	Scott #05704	21.30	\$18,637.50	Atlantic #557100	18.42	\$16,117.50	Fort James #15500	38.76	\$33,915.00
8" Roll White Paper Towel x 205 ft/roll 24 rolls per case - Horizon 101413	100	Scott #01930	15.50	\$1,550.00	Scott #01930	16.85	\$1,685.00	Perkins #101413	18.53	\$1,853.00
Economatic "notched" towels 8 1/2" wide, 12 per case - white - Cormatic 304010	730	Atlantic #304010	34.50	\$25,185.00	Cormatic #304010	37.50	\$27,375.00	Atlantic #304010	40.11	\$29,280.30
Economatic Toilet Tissue 2000 sheets 1 ply, 36 per case "Ultima" - Cormatic #2500	200	Atlantic #311040	48.50	\$9,700.00	Ultima Cormatic #311040	52.72	\$10,544.00	Atlantic #311040	56.39	\$11,278.00
Scott Tuff #2100 - 2-ply, 6 rolls/case 9.75" wide x 275" recycled towelling	450	Scott #02130	26.38	\$11,871.00	Scott #02130	28.59	\$12,865.50	Fort James #290-61	43.44	\$19,548.00
Scott Tuff #2150 - 4-ply, 4 rolls/case 19.5" x 275" wide recycled towelling	150	Scott #02150	38.00	\$5,700.00	Scott #02150	40.49	\$6,073.50	Kimberly Clark #35421	56.50	\$8,475.00
Jumbo rolled toilet tissue, 1 ply 8 rolls per case x 2250 ft/roll - 3" core	270	Scott #05610	18.50	\$4,995.00	Atlantic #577100	20.11	\$5,429.70	Atlantic #577100	19.47	\$5,256.90
Total for Purchasing Stores				\$101,352.30			\$106,061.20			\$135,065.70

CITY OF HAMILTON – PURCHASING STORES

Description	Qty.	Flexo Products			Swish Maintenance		
		Mfg. and Code #	Price P/Cs.	Total Price	Mfg. and Code #	Price P/Cs.	Total Price
Singlefold #1 White Paper Towels, 9.5 x 10.75 – Scott 01204 – 16 x 250 pqls/case	300	Bay West #473	16.50	\$4,950.00	#473 Baywest Ecosoft	17.15	\$5,145.00
Multifold #1 White Paper Towels, 9.5 x 10.75 – Scott 01220 – 10 x 400 pqls/case	1200	Bay West #483	16.50	\$19,800.00	#483 Baywest Ecosoft	17.59	\$21,108.00
Interfold Toilet Tissue 96 pkgs per case	30	Wyant	64.75	\$1,942.50	#403309 Softa	62.50	\$1,875.00
Toilet Tissue, 2 Ply – 500 sheets, 48 rolls per case	875	Parkside PK91500	17.60	\$15,400.00	#548 Baywest Ecosoft	18.39	\$16,091.25
8" Roll White Paper Towel x 205 ft/roll	100	Parkside PK93205	17.60	\$1,760.00	#469 Baywest Ecosoft	22.89	\$2,289.00
24 rolls per case – Horizon 101413	730		34.50	\$25,185.00	#214 Baywest Ecosoft	29.65	\$21,644.50
Economatic "notched" towels 8 1/2" wide, 12 per case – white – Cormatic 304010	200		48.50	\$9,700.00	#123 Baywest Ecosoft	40.95	\$8,190.00
Economatic Toilet Tissue 2000 sheets 1 ply, 36 per case "Ultima" – Cormatic #2500	450	Absorbco DW9WR9.75	39.25	\$17,662.50	#35401 Teri Kimberly Clark	68.10	\$30,645.00
Scott Tuff #2100 – 2 – ply, 6 rolls/case	150	Absorbco DW9WR19.5	55.50	\$8,325.00	#35421 Teri Kimberly Clark	92.75	\$13,912.50
9.75" wide x 27.5" recycled towelling	270	Parkside PK91213	19.25	\$5,197.50	#2001 Baywest	31.09	\$6,280.18
Scott Tuff #2150 – 4 – ply, 4 rolls/case							
19.5" x 27.5" wide recycled towelling							
Jumbo rolled toilet tissue, 1 ply 8 rolls per case x 2250 ft/roll – 3" core							
Total for Purchasing Stores				\$109,922.50		Qty. 202	\$127,180.43

C. (i)

JUN 3 1998

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 June 8

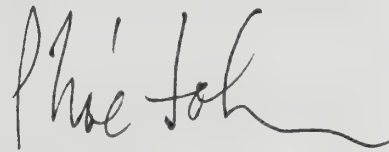
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: Debenture By-law - Capital Projects - 1998

RECOMMENDATION:

That the attached By-law to Authorize 1998 Debenture Projects and Amounts be enacted by Council.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On May 14, 1998, City Council in adopting Section 1 of the 11th Report of the Committee of the Whole approved the 1998 Capital Budget and authorized the City Solicitor to prepare the appropriate By-law for the projects requiring debenture financing for approval of City Council.

PNJ/LEF:as

c.c. A. Ross, Treasurer
Attention: Nik Adhya

The Corporation of the City of Hamilton

BY-LAW NO. 98-

To Authorize

1998 DEBENTURE PROJECTS AND AMOUNTS

WHEREAS Section 147 of the Municipal Act, R.S.O. 1990, Chapter M.45 authorizes a municipality to incur debts for the purposes of the municipality;

WHEREAS Ontario Regulation 710/92 enacted under the authority of the Municipal Act, R.S.O. 1990, Chapter M.45, establishes a limit for a municipality's debt obligations which do not require the approval of the Ontario Municipal Board;

AND WHEREAS the Council of The Corporation of the City of Hamilton in adopting Section 1 of the 11th Report of the Committee of the Whole at its meeting held on May 14, 1998 authorized the projects appearing in Schedule "A" to this By-law;

AND WHEREAS the financial commitments, liabilities and debt charges of the projects listed in Schedule "A" and The Corporation of the City of Hamilton's other debts and debt charges will not exceed the City's debt limit as specified by the Municipal Act and Regulation 710/92;

NOW THEREFORE the Council of the Corporation of the City of Hamilton enacts as follows:

1. The projects listed in Schedule "A", attached to and part of this By-law, are hereby approved.
2. The City Treasurer is authorized to arrange the issuance of the necessary debentures to a maximum of \$12,877,000.00 for a term not to exceed ten years by The Regional Municipality of Hamilton-Wentworth and chargeable to the City.
3. The proper officials of The Corporation of the City of Hamilton are hereby authorized and directed to do all such things necessary to give effect to this By-law.

PASSED this _____ day of _____, 1998.

CITY CLERK

MAYOR

SCHEDULE "A" TO BY-LAW NO. 98-

	<u>Project</u>	<u>Gross Cost</u>	<u>Reserve Financing</u>	<u>Debenture Amount</u>	<u>Term of Debenture</u>
3.0	City Places - Downtown - Capital Contribution	\$ 1,500,000	NIL	\$ 1,500,000	10 years
12.1	Risk Management - Various Facilities	\$ 110,000	NIL	\$ 110,000	10 years
14.1	Chedoke Twin Pad Arena - Remedial & Operational Improvements	\$ 250,000	NIL	\$ 250,000	10 years
17.1	City Hall - 1998 Retrofit - Phase I	\$ 250,000	NIL	\$ 250,000	10 years
22.0	Hamilton Steam & Technology Museum Operational Improvements	\$ 440,000	NIL	\$ 440,000	10 years
37.0	Military Museum & Dundurn Pavilion Re-Roofing	\$ 95,000	NIL	\$ 95,000	10 years
53.0	CUP - Repairs to Main Heating Boilers	\$ 100,000	NIL	\$ 100,000	10 years
132.0	Locke Street Bridge - Roadway Maintenance	\$ 40,000	NIL	\$ 40,000	10 years
133.1	Railway Crossing - HI Rail Installation	\$ 60,000	NIL	\$ 60,000	10 years
138.0	Downtown Hamilton Improvement Plan Phase II	\$ 1,760,000	\$ 228,000	\$ 1,532,000	10 years
145.1	Roadways and Sidewalks Reconstruction Program	\$ 6,519,000	NIL	\$ 6,519,000	10 years
215.0	Corporate Financial Information System	<u>\$ 5,500,000</u>	<u>\$ 3,519,000*</u>	<u>\$ 1,981,000</u>	10 years
		<u>\$16,624,000</u>	<u>\$ 3,519,000</u>	<u>\$12,877,000</u>	

* Reserve and Other Source Funding

G. (ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 May 7

REPORT TO: S. K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: By-law to Amend By-law No. 93-069 - Second Hand
and Salvage Dealers

RECOMMENDATION:

That the attached By-law, to repeal and replace requirements for Second Hand and Salvage Dealers licences, be enacted by City Council.

[Signature]

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On May 26, 1998, City Council in adopting Item 9(b) of the 14th Report of the Finance and Administration Committee will recommend that the City Solicitor prepare the attached By-law. The by-law incorporates amendments for second hand and salvage dealers, and consolidates them into a new Schedule 17, of By-law 93-069 for ease of reference. The amendments narrow the types of used goods that require a licence, add longer retention periods, add conditions for transient dealers, and require improved record keeping to assist the police in locating stolen property.

The attached By-law is to be enacted concurrently only if Item 9(b) of the 14th Report of the Finance and Administration Committee is adopted by Council.

RAS:mm

c.c. L. C. King, Building Commissioner

The Corporation of the City of Hamilton

BY-LAW NO. 98-

To Replace Schedule 17 of Licensing By-law No. 79-323

As Consolidated in By-law No. 93-069

Respecting:

SALVAGE AND SECOND-HAND GOODS BUSINESSES

WHEREAS Schedule 17 to Licensing By-law No. 79-323, as consolidated in By-law No. 93-069 provides for the licensing of salvage and second-hand goods businesses;

AND WHEREAS it is desirable to amend the requirements for salvage and second-hand goods licences, and enact a consolidated Schedule 17;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. That Schedule 17 of By-law No. 79-323, as consolidated in By-law No. 93-069 and as amended in By-law No. 93-152, be repealed, and the following enacted in its place:

"

SCHEDULE 17

SALVAGE AND SECOND-HAND GOODS BUSINESSES

Application of Schedule

1.(1) The provisions of this Schedule shall not be deemed,

(a) to apply to the business of buying and selling articles being antiques or works of art; or

(b) to require the reporting of the purchase or sale of waste paper, rags, bones or bottles, or of used tires, or of ferrous metal scrap which is obviously scrap, or to require the retention of any such goods for any specified period, but the exception provided in this clause does not extend to any motor vehicle or part thereof.

(2) For the purpose of this Schedule a salvage yard includes an automobile wrecking yard or premises.

(3) The provisions of subsection 2(1) do not apply to any person engaged in the business for patriotic or charitable purposes.

(4) The provisions of section 4, and clauses 6(a) and 6(d) do not apply to a person who deals in second-hand goods, only to the extent of receiving traded-in articles the value of which are applied on account of the purchase price of new goods of a like kind being sold in the usual course of the business to the owner of such second-hand goods.

(5) For the purposes of this Schedule the following definitions shall apply:

- (a) "*antiques*" means furniture and other goods or articles commonly recognized as collectable because of their quality, value or age, and reproductions of such items, but not including jewellery, precious gems, time pieces, musical instruments, tools, cameras, camera components, or coins;
- (b) "*electronic components*" includes stereos, televisions, compact disk players, video players and recorders, facsimile machines, computers, video cameras, and their components;
- (c) "*jewellery*" means articles of personal adornment made in whole or part of silver, gold or platinum metal;
- (d) "*salvage or second-hand goods shop or yard*" means premises used for the collection, storage, or buying of used manufactured or processed goods, materials or parts, including automobiles or auto parts, whether or not they are further recycled, repaired or salvaged, and which in whole or part are sold or offered for sale by retail;
- (e) "*works of art*" means paintings, photographs, sculpture and other products of artisans commonly recognized as collectable because of their quality or value, but not including jewellery, precious gems, time pieces or coins.

Licence Required

2.(1) No person shall carry on or engage in the business of a salvage or second-hand goods shop or yard without a licence under this by-law entitling him so to do.

(2) Every person required to obtain a licence shall obtain a separate licence with respect to each and every shop, store, yard or other premises used for the transaction of business or for receiving, keeping or storing salvage or second-hand goods.

(3) Despite subsection (1), only persons buying or selling second-hand jewellery, precious gems, time pieces, musical instruments, tools, coins, auto parts, cameras or electronic components require a licence under this Schedule.

(4) An applicant, whose business is either transient or non-resident in Hamilton, shall apply for a licence or renewal of licence at least thirty days in advance of commencing to trade in Hamilton.

3. Any licence required under this Schedule may be issued to authorize the licensee to deal in one class only of second-hand goods or in more than one class as may be specified, and no person shall deal in any class of second-hand goods not covered by their licence.

Record Book and Reports

4.(1) Every person carrying on or engaging in the business of a salvage or second-hand goods shop or yard shall, without delay, at the time when any salvage or second-hand goods are purchased, taken in exchange, received on consignment or otherwise received or acquired in any manner whatsoever, enter in the Record Book in ink or indelible pencil and in a plain and easily readable hand and in the English language, a record of all such salvage and second-hand goods (except used motor vehicle tires), the date and time, the price or other consideration given, and the name and address of the person from whom they were so purchased, taken in exchange or otherwise obtained, together with the current licence number of the motor vehicle, if any, in which such salvage or second-hand goods were brought; and, in the case of tools

purchased or otherwise obtained, the record shall include a proper description of the same, including the name of the manufacturer, and the identifying number or initials, if any.

(2) Every person carrying on or engaging in any of the said businesses shall deliver at the office of the Chief Constable before two o'clock in the afternoon daily, except on Sundays and public holidays, a true copy of the entries in the Record Book relating to all such transactions which have taken place since the transaction last so reported; and whenever there is reason to suspect that any goods or articles may have been stolen, all readily ascertainable particulars of the same and of the person offering the same shall be included in the said report.

(3) Persons carrying on or engaging in the business of a salvage or second-hand goods shop or yard shall treat goods redeemed on pawn tickets as purchased and so entered in the Record Book; and in the case of a used motor vehicle or wrecked motor vehicle purchased, taken in exchange or otherwise obtained, there shall be entered in the Record Book the name of the maker, all serial numbers and the current or previous year's motor vehicle licence number, if any.

(4) The said Record Book shall be and remain the property of the City and shall be returned to the City by the licensee at any time on demand, and in any event immediately before the expiry of the licence, whether by revocation or otherwise; and the licensee shall take all necessary precautions to guard against its loss, destruction or mutilation.

(5) When any Record Book is delivered to the City at any time during currency of the licence, the secretary shall supply to the licensee another Record Book which shall be kept and used in the same manner by the licensee at all times while he is without the former Book.

(6) All information in said Record Books and Reports shall be confidential to the City, the Chief Constable and those members of the police force authorized to peruse the same and shall not be communicated to any other person except as it may be required to be given in evidence.

Identification and Purchasing from Minors

5. No person carrying on or engaging in the business of a salvage or second-hand goods shop or yard shall directly or indirectly purchase from, exchange with or receive in pledge from any minor appearing to be under the age of eighteen years, without written authority from a parent or guardian of such minor, any salvage or second-hand goods.

Miscellaneous Regulations

6. Every person carrying on or engaging in the business of a salvage or second-hand goods shop or yard shall be responsible:

(a) *Period of Retention of Goods.* That all salvage and second-hand goods purchased, taken in exchange or otherwise obtained, including goods obtained from a dealer in second-hand goods, shall be retained in unchanged condition and exposed to public view in the licensee's shop or yard within the City of Hamilton for a period of at least thirty days thereafter, and that the same shall be kept clearly separated in location during the whole of such period, from all goods previously purchased, and that none of the same shall be sold or otherwise disposed of until after the expiration of the said period, but where the business licensed is transient or non-resident in Hamilton, the terms of this clause otherwise apply except that the period of retention

shall be at least sixty days and that the goods shall be at a location in Hamilton accessible between the hours of 9 a.m. and 5 p.m. local time;

(b) *Place of Storage.* That no salvage or second-hand goods are stored or kept any where but at the shop or yard in the City of Hamilton either within a building or within a properly fenced enclosure, that no waste paper or any material likely to blow about the streets is allowed to be deposited or remain where it can do so, and that the whole premises and all salvage and goods therein are kept clean and orderly;

(c) *Soliciting on Highway.* That there is no soliciting of business from any person that is on a public highway;

(d) *Hours of Business.* That no salvage or second-hand goods are purchased, taken in exchange or otherwise obtained on a public holiday, or after eleven o'clock in the afternoon of any day, or before seven o'clock in the morning of any day; and that except during full daylight, there is no collecting or attempted collecting of any goods or salvage, or any passing from house to house along any public or private way, for any such purpose;

(e) *Identification.* That persons attempting to sell or trade second-hand goods or salvage first be required to produce a valid, government-issued piece of identification, and have a head-and-shoulders photograph or video tape taken in sufficient clarity for later identification of the customer. Persons carrying on or engaging in the business of a salvage or second-hand goods shop or yard shall not complete the transaction until they obtain such identification and photograph from the customer and shall further be responsible for taking and maintaining copies of the identification and photos taken, with a reference to the transaction as contained in the Record Book; and

(f) *Period of Retention of Photographs Taken for Identification Purposes.* That all photographs taken for the purposes of identification of customers under clause (e) be retained, for sixty days in the case of a business transient or non-resident in Hamilton, and for thirty days in the case of all other businesses.

7. The licence fees are provided in section 17 of Schedule 45 of this by-law."

2. (1) This by-law comes into force and effect on the date of enactment.

(2) In all other respects By-law No. 93-069 as amended is confirmed without change.

PASSED this

day of

A.D. 1998.

CITY CLERK

MAYOR

CITY OF HAMILTON
- RECOMMENDATION -

D.

DATE: 1998 June 15

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: By-law to Appoint an Acting Clerk

RECOMMENDATION:

That the attached By-law to Appoint an Acting Clerk be enacted by Council.

S. J. Hollowell for
J. J. Schatz

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

City Council in adopting By-law 92-064 on 1992 February 11 provided for either of Stanley G. Hollowell or John D. Thompson to be appointed as Acting Clerk during the absence of the Clerk through illness or otherwise, including vacation.

With the retirement of Mr. Thompson and the recent appointment of Kevin C. Christenson as Manager of Legislative Services, it is necessary to repeal By-law 92-064 and adopt a new By-law providing for either of Stanley G. Hollowell or Kevin C. Christenson to be appointed as Acting Clerk during the absence of the Clerk.

THE CORPORATION OF THE CITY OF HAMILTON

BY-LAW NO. 98-

To Appoint:

AN ACTING CLERK

WHEREAS Sub-section 73(3) of the Municipal Act, R.S.O. 1990, Chapter M.45 provides as follows:

73(3) When the office of Clerk is vacant or the Clerk is unable to carry on his/her duties through illness or otherwise, the Council may appoint a temporary Acting Clerk who shall have all the powers and duties of the Clerk under this and every other Act.

AND WHEREAS it is intended to provide for the continuance of the normal operations of the Clerk's Department and the duties of the Clerk during the absence of the Clerk through illness or otherwise, including vacation.

NOW THEREFORE the Council of the Corporation of the City of Hamilton enacts as follows:

1. Either of Stanley G. Hollowell or Kevin C. Christenson is appointed Acting Clerk and shall assume the duties and responsibilities during the absence of the Clerk through illness or otherwise, including vacation.
2. By-law No. 92-064 is hereby repealed.

PASSED this day of A.D., 1998

CITY CLERK

MAYOR

E.

CITY OF HAMILTON

-RECOMMENDATION-

DATE: 1998 June 18th

REPORT TO: Alderman D. Wilson, Chairman & Members,
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary,
Finance and Administration Committee

SUBJECT: Information Items

RECOMMENDATION:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Correspondence - the Mayor of Gloucester, on behalf of Large Urban Mayor's Caucus of Ontario (LUMCO) - Draft New Municipal Act to the Honourable Al Leach, Minister of Municipal Affairs and Housing - letter dated 1998 May 8th.
- (b) Correspondence - Minister of the Environment, Ottawa - "Opportunities for Action" - A Forum on Climate Change Public Outreach - letter received 1998 May 11
- (c) Correspondence - Minister of Transport, Ottawa - "Development of the letters patent for ports scheduled to become Canada Port Authorities (CPAs)" - proposed Canada Marine Act, Bill C-9 - letter received 1998 May 21.
- (d) Correspondence - Resource Associates Canada Inc., London - "Consulting firm wishes to assist choice of supplier re: large user of electricity" - letter dated 1998 June 3.
- (e) Information Report - Treasurer - Status of Unclassified Revenue and Expenditures as at 1998 May 31 - report dated 1998 June 10
- (f) Information Report - Treasurer - Status of Hosting, Receptions and Related Accounts as at 1998 May 31 - report dated 1998 June 10
- (g) Report from the Director of Culture and Recreation to the Parks and Recreation Committee - Chedoke Twin Pad Arena - report dated 1998 June 11th
- (h) Correspondence - Minister of Transport - Letters patent for ports scheduled to become Canada Port Authorities - letter received 1998 May 25th

Page Two
Information Items

- (i) Information Report - Treasurer - Sale of Tax Arrears Properties - report dated 1998 May 15th
- (j) Information Report - Director of Culture and Recreation - Barrier Free Design Modifications - Culture and Recreation Buildings and other City owned buildings - report dated 1998 May 22nd
- (k) Information Report - City Solicitor - Review of the Proposed New Municipal Act - report dated 1998 May 25th
- (l) Correspondence - Mike Colle, M.P.P. - Bill 20, An Act to amend the Highway Traffic Act to improve Safety at Highway Intersections by providing for the installation and use of Red Light Cameras - letter dated 1998 June 1st
- (m) Minutes of the Hamilton Status of Women Sub-Committees meetings held on Wednesday, 1998 April 8th; Monday, 1998 April 6th; Wednesday, 1998 May 4th
- (n) Correspondence - Eric Lowther, M.P., - Bill C-397 - Prostitution a dual offence - letter dated 1998 May 19th
- (o) Report - Commissioner of Public Works and Traffic to the Transport and Environment Committee - 1998 Servicing Expenditures related to Subdivisions - report dated 1998 June 10th
- (p) Report - Commissioner of Public Works and Traffic to the Transport and Environment Committee re: Parking for Services in Kind - report dated 1998 June 8th

Shirley K. Reader

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The above-noted documents have been sent out to members of the Committee and the applicable staff for information purposes, and are being formally presented to the Committee in order to be officially received. Approval of this recommendation to receive these documents will ensure that the circulation procedure followed for these matters is recorded.



NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

URBAN MUNICIPAL

SEP 21 1998

Tuesday, 1998 September 22nd

1:30 o'clock p.m.

Room 233, City Hall

GOVERNMENT DOCUMENTS

Susan K. Reeder

Susan K. Reeder, Secretary

Finance and Administration Committee

A G E N D A

1. CONSENT AGENDA

2. TREASURER

Supply and Delivery of Office Supplies - Various Departments

3. DIRECTOR OF CULTURE AND RECREATION

Donation of Painting by Vincent Gagliardo

4. REFERRALS FROM CITY COUNCIL

- (a) Selection of Consultant - Social and Economic Impact Study for Charity Casinos (Charity Gaming Clubs)
- (i) Correspondence - Regional Clerk - Support from Regional Council on the City's completion of the proposed gambling social and economic impact study
- (b) Refund of 5% Land Dedication Fee - 181 John Street North
- (c) Complaint under the Development Charges Act - 1610 Upper Sherman Avenue - Centre D'Accueil de Hamilton-Wentworth
- (d) Correspondence - Regional representative on the HECFI Board

Page Two
Regular Agenda
Finance and Administration Committee
1998 September 22nd

- (e) Correspondence - Hamilton and District Chamber of Commerce - Display of the Hamilton Distinguished Citizen of the Year Award
- (f) Business Improvement Areas - Request for Funding - Commercial Improvement Program

5. **IN CAMERA AGENDA**

6. **OTHER BUSINESS**

7. **ADJOURNMENT**

2.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 September 14

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Supply and Delivery of Office Supplies-Various Departments

RECOMMENDATION:

- (a) That staff be directed to issue a "NOTICE OF CANCELLATION" to Grand and Toy for failure to comply to service requirements of the Supply and Delivery of Office Supplies contract, and;
- (b) If, within 30 days of that notice, all service is not rectified in compliance with the terms of that contract, that staff be directed to cancel the service with Grand and Toy in accordance with contract terms and appoint "Basics Office Products" as the City's service provider.

Allan C. Ross

BACKGROUND:

Council approved Grand and Toy as the City's provider for supply and delivery of office supplies May 26, 1998 based on a pre-set criteria and point system. The contract stipulates that the supplier will be required to make deliveries utilizing their own personnel and vehicles for the entire term of contract with the agencies, and that 24 hour service with no backorders and the ability to adhere to the Corporations' accounting system must be proven.

DISCUSSION:

Since the implementation of the contract beginning July 1, 1998, purchasing has received numerous service complaints from City departments, and consequently a survey was issued to all departments on September 3, 1998 for clarification of concerns. Responses outlined Grand and Toy's failure to provide next day delivery, with numerous backorders.

Goods are being delivered by outside couriers, creating havoc with respect to goods being shipped to incorrect locations. The partial shipments cause additional expense to the departments as they are forced to obtain urgently required supplies at higher costs from alternative sources.

Grand and Toy acknowledged customer service difficulties in writing on July 20th and reassured the City all would be resolved in short time. Problems however continued.

The proposal document indicates that the agencies reserve the right to cancel the contract on thirty days written notice if the service is not to the agencies' satisfaction.

A letter of warning was issued by Purchasing on August 20, 1998 advising Grand and Toy of the non-compliance problems and the potential consequences. To date there has been little improvement in vendor performance.

It is recommended that Grand and Toy be officially advised that all performance deficiencies must be rectified by October 29th or the City will cancel their contract and approve the second lowest bidder "Basics Office Products" as the City's supplier of office supplies.

An Information report will be provided to Committee at the conclusion of the notice period, advising as to whether satisfactory performance has been obtained from Grand and Toy, or that the second lowest bidder has been appointed.

c.c. P. Noé Johnson, City Solicitor

3.

CITY OF HAMILTON
- RECOMMENDATION -


DATE: 1998 September 14

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Ross L. Fair, Director
Parks and Recreation Department

SUBJECT: Donation of Painting by Vincent Gagliardo

RECOMMENDATION:

- (a) That Council approval be given for the acceptance of the painting "Maria S.S. Del Monte", 1994, by Mr. Vincent Gagliardo, from the collection of the artist; and,
 - (b) That the painting be displayed in a publicly-accessible location in City Hall in accordance with approved policy; and,
 - (c) That the Treasurer issue a receipt for income tax purposes to the artist/donor in the amount of \$1,000 in accordance with the City's Donations Policy.
- 

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The issuance of a donation receipt for income tax purposes is authorized under the City's "Donations Policy", approved by Council 1997 December 11.

BACKGROUND:

Arrangements have been made by the Office of the Mayor to acknowledge Mr. Gagliardo and his painting "Maria S.S. Del Monte" at the 1998 September 29 meeting of City Council. The painting depicts a festival parade along James Street North in which the figure of the Mayor and other officials are prominent. The painting's dimensions are 20x31", exclusive of the frame.

As the work is of a commemorative nature, it is difficult to assess its value on artistic grounds alone and the \$1,000. valuation reflects a reasonable estimation of value as provided by the Arts Co-ordinator.

c.c. Mr. Kevin Christenson, Secretary, Parks and Recreation Committee
Mr. Allan Ross, Treasurer

4. (a)

CORPORATION OF THE CITY OF HAMILTON
CITY CLERK'S OFFICE

TO: Susan K. Reeder, Secretary,
Finance and Administration Committee

FROM: K. Christenson
Acting City Clerk

SUBJECT: **Referral Back by City Council
Social and Economic Impact Study
for Charity Casinos (Charity Gaming Clubs)**

YOUR FILE:

OUR FILE:
PHONE: 546-2727

DATE: 1998 July 2

Sub-joined is a copy of Section 6 of the Seventeenth Report of the Finance and Administration Committee for 1998 which was referred back by City Council at its meeting held 1998 June 30.

- "6. That the submission by Econometrics Research Limited (ERL) and Social Planning and Research Council of Hamilton-Wentworth (SPRC) be selected as the consultants to undertake the Social and Economic Impact Study for Charity Casinos (Charity Gaming Clubs) at a cost of \$20,000 plus GST, to be financed from the 1998 Current Budget, Account Centre No. CH24101 55046."



/sg

cc: J.G. Pavelka, Chief Administrative Officer
V.J. Abraham, Director of Planning and Development

CITY OF HAMILTON
- RECOMMENDATION -

JUN 10 1998

DATE: 1998 June 9
(SS-GAM)

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: V. J. Abraham, M.C.I.P., R.P.P.
Director of Planning and Development

J. G. Pavelka, P.Eng.
Chief Administrative Officer

SUBJECT: Selection of Consultant - Social and Economic Impact Study for Charity Casinos (Charity Gaming Clubs)

RECOMMENDATION:

That the submission by Econometrics Research Limited (ERL) and Social Planning and Research Council of Hamilton-Wentworth (SPRC) be selected as the consultants to undertake the Social and Economic Impact Study for Charity Casinos (Charity Gaming Clubs) at a cost of \$20,000

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The cost of the study is \$20,000 plus GST. The funding was approved by Council on May 12, 1998.

BACKGROUND:

At its meeting of April 28, 1998, City Council approved the following recommendation:

- (a) that approval be given to the Terms of Reference for the Social and Economic Impact Study for Charity Gaming Clubs, attached herewith at an estimated cost of \$20,000; and,
- (b) that the City Treasurer be requested to recommend the method of financing."

The Terms of Reference for the study was tendered and the City received two bids:

App'd by Committee 1998 June 23

App'd by Council Referred Back 1998 June 30

- Green Road Planning and Research [Chuck Hostovsky - Project Leader]; and,
- Econometric Research Limited (ERL)/Social Planning and Research Council (SPRC) [Atif Kubursi and Don Jaffrey - project leaders]

KPMG sent a letter indicating that although they had experience in the area, due to work commitments submission of a proposal was not possible.

SELECTION OF THE CONSULTANTS:

Staff of the Planning and Development Department reviewed the submissions and interviewed the two bidders. The selection of the consultant was based on the following criteria: experience in the field, knowledge of gaming issues, knowledge of local issues, study design, cost and independence from the gambling industry.

From a staff perspective, the preferred consultant is the joint submission by Econometrics Research Limited and Social Planning and Research Council. The reasons for this selection are as follows:

- both firms have good experience in their respective fields of economics and social planning;
- they are local firms and therefore have a good knowledge of Hamilton, the agencies/stakeholders in the community, etc.
- the study was well layed out and each of the issues identified in the Terms of Reference would be addressed;
- they are independent of the gambling industry; and,
- the cost of the project is \$20,000 + GST which was within the cost estimates approved by Council.

The length of the study is four months and will commence when the contract (letter of intent) is signed (around the first of July). Once the report has been completed, the consultant will be requested to present their findings to the Finance and Adminstration Committee, at their meeting in November.

CONCLUSION:

Based on the above, Econometrics Research Limited and Social Planning and Research Council is the preferred consultant to undertake this study.

JHE

c:\miscplan\gaming\recom.rpt



REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

Office of the Clerk

Robert C. Prowse, Clerk
Michael A. Rallo, Deputy Clerk

September 15, 1998

4. (a.)
(i)

Mr. J. Schatz, Clerk
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mr. Schatz:

**SUBJECT: Community Services and Public Health Section
Regional Council - September 10, 1998, Item 6.8**

Subjoined, please find Item 6.8 of the Community Services and Public Health Section which was approved by Regional Council at its meeting held on Thursday, September 10, 1998.

I direct your attention to subsection d) of this item and request that this resolution be brought before the Finance and Administrative Services Committee for consideration.

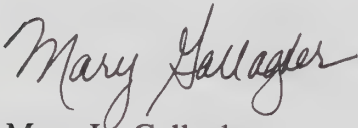
**6.8 Funding Enhancement Request for Alcohol, Drug and Gambling Services
(HEA98022a)**

- a) That the Regional Chairman be authorized and directed to write to the Minister of Health with copies to local members of Provincial Parliament, to request an additional 2.0 FTE Social Worker positions for the Alcohol, Drug and Gambling Service, Regional Public Health Department, funded 100% by the Ontario Ministry of Health Substance Abuse Bureau;

- b) That the Chairmen of the Community Services & Public Health Committee be authorized and directed to meet with local members of Provincial Parliament and the District Health Council, along with the Chair and members of the Program Advisory Committee, to seek their support and action on staffing enhancement for the Alcohol, Drug and Gambling Service;
- c) That the Acting Medical Officer of Health be authorized and directed to submit a copy of this report to the District Health Council and Ontario Ministry of Health, Substance Abuse Bureau, and Substance Abuse Bureau funded programs in Hamilton-Wentworth for their information and support;
- d) That the completion of the proposed gambling social and economic impact study being considered by the City of Hamilton be supported and that this recommendation be forwarded to the City of Hamilton's Finance and Administration Committee for their consideration.

Thank you for your attention to this matter.

Yours truly,



Mary L. Gallagher
Legislative Assistant

cc: Dr. E. Richardson, Acting MOH
Regional Public Health Department

OFFICE OF THE CITY CLERK
MEMORANDUM

4. (b.)

TO: Susan K. Reeder, Secretary
Finance and Administration Committee

YOUR FILE:

FROM: Mr. J. J. Schatz
City Clerk
Office of the City Clerk

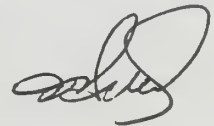
OUR FILE:
PHONE: 546-2727

SUBJECT: Referral from City Council -
Refund of 5% Land Dedication Fee -
181 John Street North

DATE: 1998 September 9

This will confirm that City Council at its meeting held Tuesday, 1998 September 8th, agreed to refer back Section 65 of the Recommendation Report, respecting the above noted matter, to the Finance and Administration Committee.

Would you please present this matter to the Finance and Administration Committee for consideration.



cc L. King, Building Commissioner

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 August 20

REPORT TO: J.J. Schatz, Secretary
Committee of the Whole

FROM: L.C. King, P.Eng.
Building Commissioner

SUBJECT: 181 John Street North
Refund of 5% Land Dedication Fee (F&A)
(98.4.4.3, 98.2.4.2.1.A)



RECOMMENDATION:

That after reviewing the evidence of the complainants, Gilbert and Elisabeth DeGreggorio, the Council of the City of Hamilton NOT waive the 5% Land Dedication Fees imposed on the property located at 181 John Street North in the amount of \$1,650.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

If the 5% fee is waived, the amount of \$1,650 will not be credited to the account for 5% Land Dedication Fees.

BACKGROUND:

The subject property is an apartment building constructed in 1975 located at Robert and John Streets. The present owners purchased the building in 1997 under a Power of Sale.

At the time of purchase, the building contained 191 apartments, whereas the zoning by-Law only permitted 185. The owners subsequently obtained a minor variance from the Committee of Adjustment to permit the additional six (6) dwelling units.

As part of the process to legalize the additional units, the owners made application for a change of use permit. This application identified that 5% Land Dedication Fees would be applicable in the amount of \$1,650.

In an attempt to expedite the process to issue a building permit, the owners paid the 5% Land Dedication Fees, and are now requesting a refund.

The Building Department reviewed the request for a refund of the 5% Land Dedication Fees and recommend denial of the request for the following reason:

At the time of construction of the original building, 5% Land Dedication Fees were collected only for the original 185 dwelling units. Since that time, six (6) additional dwelling units have been added without the applicable 5% Land Dedication for Park Purposes Fees being paid.

LKC/EMG/zr

OFFICE OF THE CITY CLERK
MEMORANDUM

4. (c.)

TO: Susan K. Reeder, Secretary
Finance and Administration Committee

YOUR FILE:

FROM: Mr. J. J. Schatz
City Clerk
Office of the City Clerk

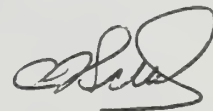
OUR FILE:
PHONE: 546-2727

SUBJECT: Referral from City Council -
Complaint under the Development
Charges Act - 1610 Upper Sherman Avenue,
Centre D'Accueil de Hamilton-Wentworth

DATE: 1998 September 9

This will confirm that City Council at its meeting held Tuesday, 1998 September 8th, agreed to refer back Section 64 of its Recommendation Report, respecting the above noted matter, to the Finance and Administration Committee.

Would you please present this matter to the 1998 September 22nd meeting of the Finance and Administration Committee.



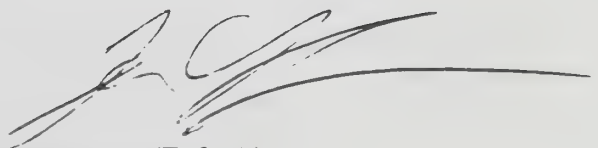
cc L. King, Chairman, Development Charges Sub-Committee
Mr. Roger Paquette, President, on behalf of Centre d'accueil de Hamilton-Wentworth, 681
Main Street East, Hamilton, Ontario, L8M 1K3

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1998 June 30

REPORT TO: J J Schatz, Secretary
Committee of The Whole

FROM: L.C. King, Chairman
Development Charges Subcommittee 

SUBJECT: Complaint under the Development Charges Act (F & A)
1610 Upper Sherman Avenue
Centre D'Accueil de Hamilton-Wentworth

RECOMMENDATION:

That after hearing the enclosure and submission of the complainant, Centre D'Accueil de Hamilton-Wentworth, the Council for the Corporation of the City of Hamilton hereby confirms that the development charges imposed on the property at 1610 Upper Sherman Avenue have been properly imposed pursuant to Development Charges By-law 95-176.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The City of Hamilton will collect development charges of \$48,966.29.

BACKGROUND:

The complainant, Centre D'Accueil de Hamilton-Wentworth, proposes to construct a 51 unit apartment building at 1610 Upper Sherman Avenue at Rymal Road East.

Information submitted by the Centre indicates that it is a non-profit organization. A letter describing the main goals is attached (Schedule A).

Based on building seven one bedroom and 44 two bedroom units, development charges of \$48,966.29 are payable prior to issuance of a building permit.

The complaint by the Centre for waiving of the development charges was reviewed by the Development Charges Staff Subcommittee and the Subcommittee recommends denial of the request for the following reasons:

1. The proposal is a greenfield development to which development charges specifically apply.
2. The new building with 51 dwelling units will create a demand for services.
3. The land is currently vacant and has no service demands.

LCK/PCL/dm
Attachment

SCHEDULE A

Centre d'Accueil de Hamilton-Wentworth

City of Hamilton
Building Commissioner
71 Main Street West
Hamilton
L8P 4Y5

CITY OF HAMILTON	
DEPARTMENT OF PLANNING	
MAY 4 1998	
REC'D	DATE
REPT TO	DATE
REPT TO	DATE
REPT TO	DATE

April 30, 1998

Attention: Len King, Building Commissioner

RE: CENTRE d' ACCUEIL de HAMILTON-WENTWORTH
1610 UPPER SHERMAN AVE

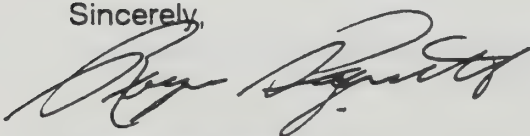
Dear Mr. King:

On behalf of Centre d'accueil de Hamilton-Wentworth Inc., I would like to thank your for your letter dated April 20, 1998. I am pleased to enclose a revised letter which reflects the total city development charge amount of \$48,966.26 for the above proposed development as per Schedule "A" of the City Development Charge By-Law.


Once again, on behalf of Centre D' accueil de Hamilton-Wentworth and francophone community in the Hamilton-Wentworth region, we would like to thank you for your help and assistance in approving to waive the municipal charges and park dedication in the amount of \$66,546.29.

Should you have any questions, please do not hesitate to contact our Development Consultant, Hamilton East Community Service at (905) 545-0133 ext. 227.

Sincerely,



Roger Paquette
President
On behalf of
Centre d'accueil de Hamilton-Wentworth



Centre d'Accueil de Hamilton-Wentworth

City of Hamilton
Building Commissioner
71 Main Street West
Hamilton
L8P 4Y5

April 30, 1998

Attention: Len King, Building Commissioner

RE: CENTRE d' ACCUEIL de HAMILTON-WENTWORTH

Dear Mr. King:

On behalf of Centre d'accueil de Hamilton-Wentworth Inc., I would like to take this opportunity to introduce you to our Life Equity Development which is located at Rymal and Upper Sherman Avenue, Hamilton, Ontario.

Our Life Equity Development is a thoughtfully inspired, adult lifestyle, francophone community in Hamilton. Centre d'accueil de Hamilton-Wentworth is a non-profit organization, it was incorporated in June 1991. The main goals and objectives are to fulfil the dream:

- ☆ Develop a life lease housing project for francophone seniors
- ☆ Develop a new Community to address the needs of francophones in the Hamilton-Wentworth region and the neighbouring regions for a greater autonomy and independence;
- ☆ Develop a Multi-use Centre for social and recreational purposes for the residents to enrich the francophone culture and heritage.

The development will consist of 51 units (7 one bedroom and 44 two bedrooms), plus a Multi-use social and reactional centre for the residents.

Life Equity housing is a reflection of our lifestyle. It is a small community within a large community. The proposed development will provide a living environment that offers all the privacy and independence of your own home within a francophone community of common concerns and interests. It also includes the promotion of health and wellness. Life Equity housing is a way of securing your assets while at the same time having secure and affordable housing.

Centre D'Accueil has the following features:

- ◇ 1 or 2 bedroom unit from (746 to 970 square feet)
- ◇ Multi-use Centre
- ◇ security features, including an emergency response system
- ◇ designed to accommodate the residents' changing needs and abilities (H.C. features)
- ◇ air conditioning
- ◇ two appliances
- ◇ space is available to bring in a doctor/nurse
- ◇ plus optional features at the resident's expense;
- ◇ workshop
- ◇ crafts
- ◇ social/recreational; and
- ◇ parking space

In order to build a successful life-lease development one must be planned and designed to be adaptable to provide an increasing amount of care, to accommodate the residents' changing needs as they *AGE IN PLACE*, and *link the development with existing community programmes*.

The Community Link Concept is an innovative programme to ensure that seniors can access the excellent services that already exist in the community. Centre d'accueil is planning to hire a Community Co-ordinator, who will be the key to organize volunteers, develop, set and run programmes for seniors, and at the same time, will access and link the existing community programmes and refer residents to the appropriate services when they are in need, (Health and Recreation).

In addition, the development, will offer a setting for maintaining one's health. The prevention programme is focused on:

- nutrition counselling;
- seminars are held on health as well as other residents' issues.

Further, Centre d'accueil will link the development with the community at large and with the francophone community in particular to provide the following services:

- doctor/nurse
- home care;
- hair dresser;
- shuttle bus services;
- shopping;

April 30, 1998

Page 3

- housekeeping; or
- other services as required.

Therefore, Centre d'accueil will be in a position NOT ONLY providing housing for francophone seniors but, offering supportive programmes emphasizing Wellness/Age in Place and responding to the residents' changing needs and abilities.

In order to develop this project, Centre d'accueil has to pay the following assessed Municipal Development Charges:

Municipal Development Charges	\$48,966.29
Park Dedication	\$17,580
Total	\$66,546.29

Please note that the above noted charges were provided by the City's staff.

We are pleased to enclose the following:

- * Proposed Site Plan
- * Promotional materials, postcards and flyers;
- * Sample of Advertisements in the local newspapers.

On behalf of Centre d'accueil and francophone community, we would appreciate it if you would review the enclosed and waive the municipal charges in the amount of \$60,793.

Your approval of the noted grant will help the group immensely to develop the project and to make their dream a reality. Your help in promoting our francophone housing development is appreciated.

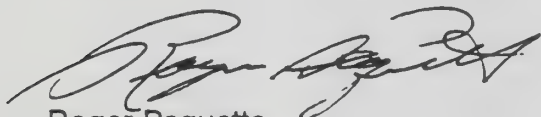
April 30, 1998

Page 4

Once again, On behalf of Centre d'accueil and the francophone community, I would like to express my thanks and appreciation for you help and assistance in approving this grant.

Should you have any questions, or require additional information, please do not hesitate to contact our Development Consultant, Hamilton East Community Services Corp. at 905-545-0133 ext. 227.

Sincerely,



Roger Paquette

President

On behalf of

Centre d'accueil de Hamilton-Wentworth Inc.

CC: Guy Paparella, Director, Development Division
Kevin Nutley, Senior Property Officer/Appraiser

1610 Upper Sherman Avenue

LIMITED

Power School Migration Out LBR 189
1129 Co. (905) 522-0452

DICHTUNGS

CONCLUSION

RYMAL SQUARE ESTATES

1999

QUALITY

GENERAL PLAN

NOTES



三三

BT: CC

SCALE - 1000

DATE : 07/1/

CD-457 200

BOOK REVIEW

PLATING IN

—

UPPER WENTWORTH STREET

ONTARIO HYDRO CORRIDOR

RYMAL ROAD EAST

FUTURE PARK

(Paid by the owner)

Centre D'Accueil de Hamilton-Wentworth

UPPER SHERMA AVENUE

91.44

81.00

1521

1408

MAP Thu Oct 9 17:20:20 1997

IRBEX ENGINEERING
LIMITED
1000-100 Street Hamilton Ont L8R 1R9
Tel: (905) 527-0452 Fax: (905) 527-0452

ARCHITECT

ENGINEER

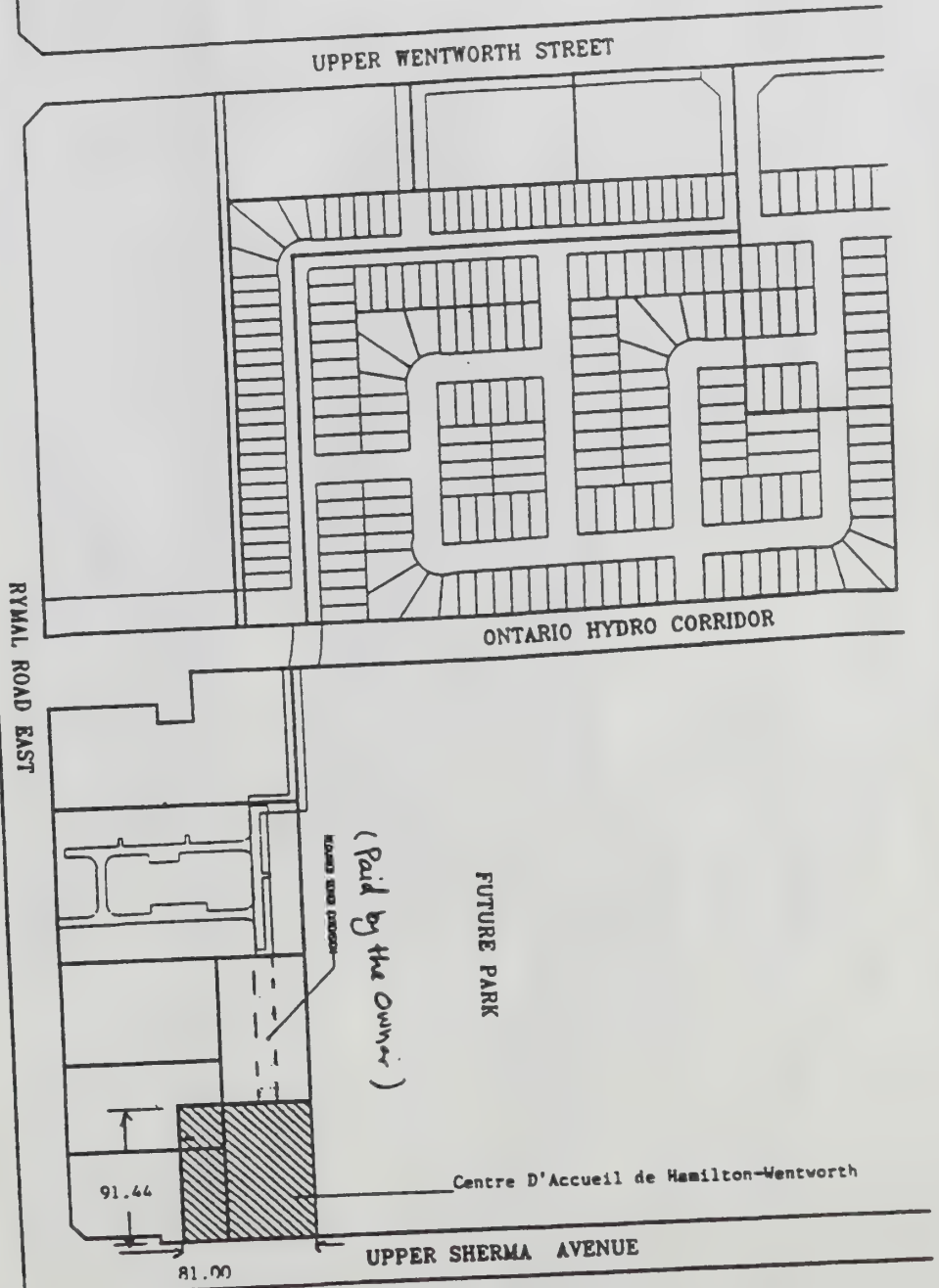
RYMAL SQUARE ESTATES
ONTARIO
GENERAL PLAN



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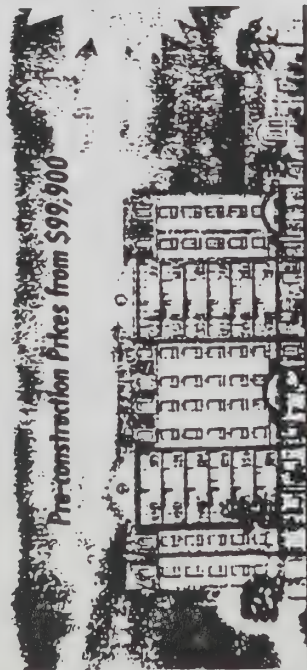
JOB NO :
BY : CC
SCALE : 1:1250
DATE : 03.1.97

PLANNING NO :
CD-44-000



Venez partager nos rêves sur place... Come and see what we are all about...

A LIFE EQUITY DEVELOPMENT



Pre-construction Prices from \$99,900

**NOW
Already
25%
Reserved**

Venez vous joindre à nous à l'église: / Please join us at:

**Notre Dame du Perpétuel Secours
243 Cumberland, Hamilton**

**le 20 janvier à 7 heures du soir
January 20, 1998 at 7 p.m.**

Pour davantage information, contactez: / For more information, call:

Roger Paquette au/at: (905) 318-5845

Où l'avez-vous maintenant le cadeau de toute une vie. Venez rejoindre une communauté francophone unique et formidable. Elle offre tout ce que vous recherchez dans un cadre de vie sécuritaire pour adultes qui vous débarrasse de tout souci et de toutes les tâches d'entretien. Venez apprécier l'absolu du charme, de l'hospitalité francophone et de la qualité de vie.

Profitez des nombreux agréments et activités à usage privé qui vous sont offerts en exclusivité. Un centre communautaire comprenant une salle de réception et une chapelle est à la disposition des résidents pour les fêtes, les activités culturelles et communautaires destinées à préserver la culture et le patrimoine francophone.

Un large éventail de services bien-être est prévu ainsi que des services d'entretien ménager, de soins infirmiers à domicile et de repas. Découvrez une communauté sans pareille en Ontario. Cette communauté, conçue pour les personnes âgées de 55 ans ou minimum, a été planifiée et construite avec soin dans le but de répondre à l'exclusion des besoins et des capacités des résidents.

Visit our Website at:

www.3.sympatico.ca/rogerpaquette

Now is the time to give yourself the gift of a lifetime. Come join a unique and exciting Francophone community, it's everything you've been looking for in worry free, maintenance-free, and secure adult living. Enjoy the ultimate charm, Francophone hospitality and quality of life.

Enjoy the many private amenities and activities that are there for your exclusive use. A community centre, including Banquet Hall and Chapel is available for resident's parties, cultural and community activities to preserve the Francophone culture and heritage.

A core level of wellness services are planned, as well as housekeeping, home care and meal services.

Discover a community unlike any other in Ontario.

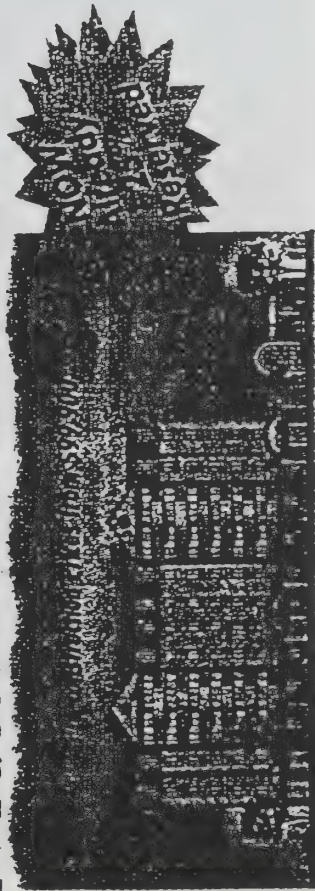
This community has been designed for those 55 and better, carefully designed and planned to accommodate the resident's changing needs and abilities.



**Centre d'Accueil
de Hamilton-Wentworth**

Venez partager nos services et nos amitiés. Venez découvrir ce que nous avons à offrir.

A LIFE EQUITY DEVELOPMENT



Pour plus d'information, contactez:
/For more information, call:
Roger Paquette au /at:
(905) 518-5845

Où il y a une maintenance de toute une vie. Venez rejoindre une communauté francophone unique et formidable. Elle offre tout ce que vous recherchez dans un cadre de vie sécuritaire pour adultes qui vous débarrasse de tout souci et de toutes les tâches d'entretien. Venez apprécier l'aspect du charme, de l'hospitalité francophone et de la qualité de vie.

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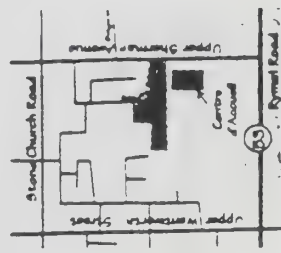
Découvrez une communauté sans pareille en Ontario. Cette communauté, conçue pour les personnes âgées de 55 ans ou plus, a été créée pour répondre à l'évolution des besoins et des capacités des résidents.

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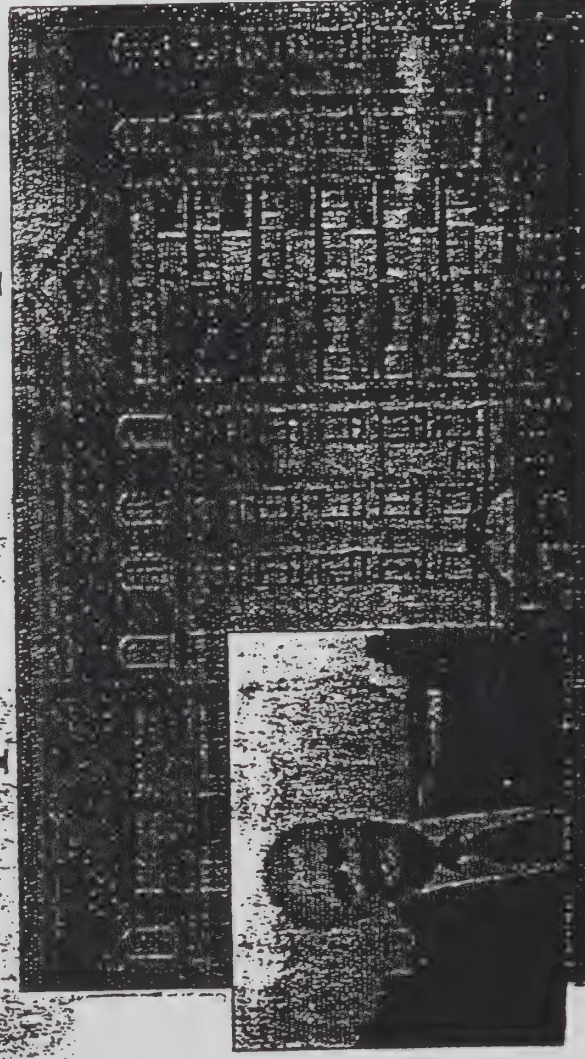
Discover a community unlike any other in Ontario. This community has been designed for those 55 and better, carefully designed and planned to accommodate the resident's changing needs and abilities.



Centre d'Accueil
de Hamilton-Wentworth

Le futur Centre d'accueil de Hamilton-Wentworth recherche des occupants francophones


MÉLANIE BOWES
L'Express



Un dessin et, derrière M. Roger Paquette, le terrain du futur Centre d'accueil

GOOD TIMES

APRIL, 1998



CENTRE D'ACCUEIL DE HAMILTON-WENTWORTH

A Life Equity Development

- Laissez-nous vous présenter un style de vie unique et vivant.
- Une vision de rapprochement pour nos aînés francophones et francophiles.
- Des logements à but non-lucratif dans un contexte de services culturels et récréatifs



**NOW Already
30%
Reserved**

- A unique and exciting lifestyle waiting for your inquiry
- francophone adult community
- designed to accommodate changing needs and abilities including social, recreational and cultural services

Venez partager nos rêves sur place...

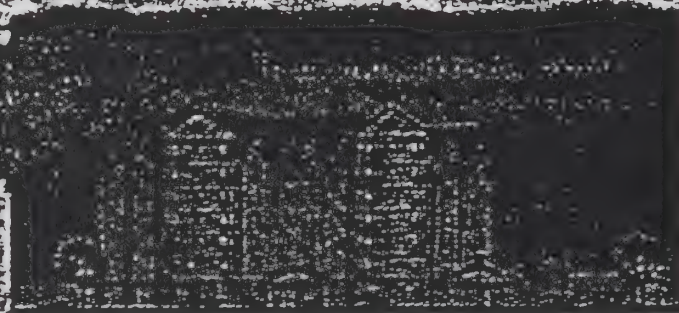
Come and see what we are all about...

April 21, 1998 at 7:30 p.m. at Notre-Dame du Perpetuel Secours,
Church Hall, 243 Cumberland Street, Hamilton,
call (905) 318-5845 preconstruction prices from \$99,900

NEW HOMES

FEBRUARY 18, 1998

A LIFE-EQUITY DEVELOPMENT

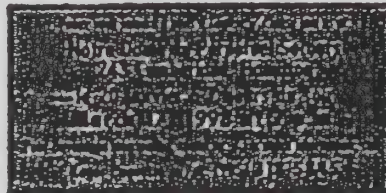
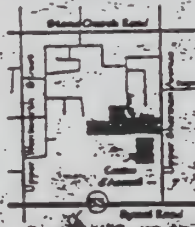


Ouvrez-vous maintenant le cadeau de toute une vie. Venez rejoindre une communauté francophone unique et formidable. Elle offre tout ce que vous recherchez dans un cadre de vie sécuritaire pour adultes qui vous débarrasse de tout souci et de toutes les tâches d'entretien. Venez apprécier l'absolu du charme, de l'hospitalité francophone et de la qualité de vie.

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A core level of wellness services are planned, as well as housekeeping, home care and meal services.

Discover a community unlike any other in Ontario. This community has been designed for those 55 and better.

carefully designed and planned
to accommodate the
resident's changing
needs and
abilities.

Centre d'Accueil
de Hamilton-Wentworth

SITE PLAN

DATE: 11/20/2011 TIME: 11:00



OFFICE OF THE CITY CLERK
MEMORANDUM

4. (d.)

TO: Susan K. Reeder
Secretary
Finance and Administration Committee

YOUR FILE:

FROM: Mr. J. J. Schatz
City Clerk
Office of the City Clerk

OUR FILE:
PHONE: 546-2727

SUBJECT: Referral from City Council -
Correspondence - Regional
representative on the HECFI Board

DATE: 1998 September 9

This will confirm that City Council, at its meeting held Tuesday, 1998 September 8th, agreed to refer the correspondence from the Regional Clerk dated 1998 July 13th respecting the above noted matter to the Finance and Administration Committee.

Attached herewith is a copy of this correspondence for the Committee's consideration.





REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

Office of the Clerk

Robert C. Pr
Michael A. R

July 13, 1998

Mr. Joseph J. Schatz
Clerk
City of Hamilton
71 Main Street West
2nd Floor
Hamilton, Ontario
L8N 3T4

Dear Mr. Schatz:

Regional Council, at its meeting held on Thursday, July 9, 1998, **amended and adopted** Item 10.8 of the Finance and Administrative Services Committee section, as follows:

10.8 1998 Budget Review (FIN98065)

- a) That the 1998 General Levy and Special Levies be reduced by \$3,703,000 to **\$308,964,630** to reflect revised expenditure estimates;
- b) That staff be directed to bring forward specific proposal for the establishment of a separate, region-wide environmental levy, to address the cost of major storm water management facilities and other environmental protection costs;
- c) That staff be directed to evaluate the potential savings associated with merging City of Hamilton and Regional Roads maintenance operations;
- d)
 - i) **That the Regional Municipality of Hamilton-Wentworth provide the following grants:**
 - aa) **HECFI in the amount of \$3,442,140**
 - bb) **Workers Arts & Heritage in the amount of \$225,000**
 - ii) **That the City of Hamilton be requested to allow at least one Regional representative to be appointed to the HECFI Board.**

Specifically, I would like to draw your attention to sub-section (d) (ii), which is being forwarded to your attention for consideration by the appropriate Committee of City Council. Should you have any questions or concerns, please do not hesitate to contact the Office of the Clerk at (905) 546-2148.

Yours truly,

A handwritten signature in black ink, appearing to read 'Lynda Sohal', written in a cursive style.

Lynda Sohal, A.M.C.T.(A)
Legislative Assistant

LS/

c.c. Jim Bruzzese, Acting Treasurer and Commissioner of Finance

OFFICE OF THE CITY CLERK
MEMORANDUM

4.(e.)

TO: Susan K. Reeder, Secretary
Finance and Administration Committee

YOUR FILE:

FROM: Mr. J. J. Schatz
City Clerk
Office of the City Clerk

OUR FILE:

PHONE: 546-2727

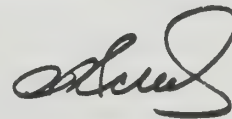
SUBJECT: Referral of correspondence by City
Council - Hamilton and District
Chamber of Commerce - Display of the
Hamilton Distinguished Citizen of the
Year Award

DATE: 1998 July 13

Attached herewith is a copy of the above noted correspondence in which the Hamilton and District Chamber of Commerce is requesting that the Hamilton Distinguished Citizen of the Year Award be displayed on a permanent basis in City Hall.

Please be advised that City Council at its meeting held Tuesday, 1998 July 7th received this correspondence and forwarded it to the Finance and Administration Committee for consideration.

Would you please place this matter before the Committee for its review.



cc R. Fair, Director of Culture and Recreation



JUL 0 6 1998

For C.C.

July 2nd, 1998

Mayor Bob Morrow,
City of Hamilton,
City Hall,
71 Main St. West,
HAMILTON, Ontario
L8N 3T4

Your Worship:

As you are aware, The Hamilton Advertising & Sales Club asked The Chamber to assume ownership of Hamilton's Distinguished Citizen of the Year Awards Program, and The Chamber has agreed to do so.

As you are also aware, the individual selected annually is presented with a shield bearing the names of all previous winners, and are encouraged to take it to their home and hang it in a place of prominence for a year.

Although that is an admirable tradition, we believe that in order to create more awareness of the award, and to allow the general public greater opportunity to view it, it would be more appropriate to have the award displayed on a permanent basis in City Hall.

As a piece of background information, The Chamber also manages the Citizen of the Year Awards Program in Ancaster and Dundas, and in both cases the permanent awards are proudly displayed in both of those Town Halls.

Our request therefore is to ask for City of Hamilton consideration of providing appropriate space in City Hall where the Citizen of the Year Shield might be displayed on a permanent basis.

Regarding the event in 1999, it will be held on the evening of January 25th and we obviously would request that you place it in your calendar.

If I can provide further information about any of the above, please feel free to contact me.

Kindest regards,

J. S. (Jim) McDowell

The Hamilton & District
Chamber of Commerce

555 Bay Street North,
Hamilton, Ontario
Canada L8L 1H1

Tel (905) 522-1151
Fax (905) 522-1154
E-Mail hdcc@Hamilton-CofC.on.ca

OFFICE OF THE CITY CLERK
MEMORANDUM

4. (P.)

TO: Susan K. Reeder, Secretary
Finance and Administration Committee

YOUR FILE:

FROM: Mr. J. J. Schatz
City Clerk
Office of the City Clerk

OUR FILE:
PHONE: 546-2727

SUBJECT: Referral from City Council -
Business Improvement Areas - Request
for Funding - Commercial Improvement
Program

DATE: 1998 September 9

This will confirm that City Council, at its meeting held Tuesday, 1998 September 8th, agreed to refer back Section 71 of the Recommendation Report, respecting the above noted matter, to the Finance and Administration Committee.

Would you please present this matter to the Finance and Administration Committee for consideration.



cc D. Lobo, Commissioner of Public Works and Traffic

CITY OF HAMILTON

- INFORMATION -

DATE: 1998 August 18

REPORT TO: Mr. J. J. Schatz, Secretary
Committee of the Whole

FROM: Mr. D. Lobo
Commissioner, Public Works and Traffic Department

SUBJECT: Business Improvement Areas (B.I.A.'s) -
Request for Funding - Commercial Improvement Program (C.I.P.)
(F & A Committee)

BACKGROUND:

On 1997 September 24 a delegation representing the B.I.A. and Business Association Co-ordinating Committee attended the Planning and Development Committee requesting that the C.I.P. funds be replenished with an amount of \$15,000. per B.I.A. per year for a total of three (3) years. The following resolution was approved by City Council at its meeting held 1997 September 30:

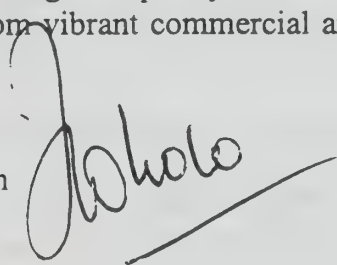
"that the Business Improvement Area Co-ordinating Committee's request for Commercial Improvement Program funding, in the amount of \$315,000. which will result in the funding of \$15,000. per year, for each of the seven B.I.A.'s over the next three years, be referred to the Corporate Management Team with instructions that it be considered a priority in the 1998-2007 Capital Budget Deliberations."

A budget submission for the above together with a covering report (attached as Appendix 'A') was included in the Public Works and Traffic Department's 1998-2007 Capital Budget. The submission recommended that funding for the project commence in 1998. Through the Capital Budget deliberations, the Corporate Management Team moved back commencement of the project to 1999 and this funding scheduled was approved by City Council.

The C.I.P. was created in 1987 for the purpose of funding streetscape improvements within Hamilton's B.I.A.'s. Consequently City Council approved the funding of murals and financial contributions towards comprehensive studies undertaken by B.I.A.'s as eligible items for funding under the C.I.P. Improvements that have been funded include, but are not limited to: speciality lighting, sidewalk widening, speciality paving, trees, benches, banners, planters, murals and comprehensive studies.

The Program was initiated in 1987 with an allocation of \$2.5M funded 100% with municipal monies. The Program demonstrates the City's support of B.I.A.'s and helps spur the economic vitality of the B.I.A. areas. Streetscaping is one component of the revitalization efforts that are occurring in our B.I.A.'s. Hamilton's B.I.A.'s spend their own levies on the retainment and recruitment of businesses, marketing and special events. B.I.A. yearly levies presently total \$250,000. representing over 1,000 businesses throughout Hamilton. The synergy created through both the City's and B.I.A.'s initiatives help create a more viable business area while at the same time improving the quality of life for the residents within their communities. The City also benefits from vibrant commercial areas through sustaining the tax base.

DL:HM:hm
Attch.

A handwritten signature in dark ink, appearing to read "J. White", with a long horizontal line extending from the bottom of the signature.

APPENDIX A

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 February 4

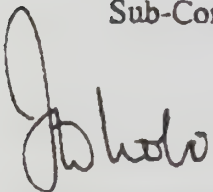
REPORT TO: Stella Glover, Secretary
Planning and Development Committee

FROM: Doug Lobo, Commissioner
Department of Public Works and Traffic

SUBJECT: Public Works and Traffic Department, Community Renewal
Section, 1998-2007 Provisional Capital Budget.

RECOMMENDATION:

- a) That the attached capital projects from the Public Works and Traffic Department, Community Renewal, included within the Parks Division and Streets and Sanitation Division, be considered for inclusion in the ten year 1998-2007 Provisional Capital Budget; and,
- b) That these capital projects be reviewed by the Management Team (Capital Budget Sub-Committee) for consideration by the Committee of the Whole and City Council.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

All development cost estimates have been prepared by the Public Works and Traffic Department. The annual current budget impact for each project is included with the capital budget submission.

From a legal perspective, all issues of a legal nature that may arise during the implementation of these development projects will be forwarded on an individual basis to the Planning and Development Committee for consideration.

There are no staffing positions proposed with these Public Works and Traffic Department's Capital Budget Projects.

- 2 -

BACKGROUND:

The following is a brief explanation of the 1998-2007 Capital Budget submission of Community Renewal, Public Works and Traffic Department (identified as Appendix 'A' attached). The projects have been incorporated into both the Parks Division and Streets and Sanitation Division of the Department depending on the nature of the work involved. The sequence of projects coincides with the rank number assigned in the Capital Budget Program Submission as determined by the Public Works and Traffic Department:

1. Westerly Gateway - Main Street West (Within Streets and Sanitation Division)

This project enhances the westerly entranceway to Hamilton through the removal of the standard light poles and lights on Main Street West between Locke and Dundurn Streets, and replacement with decorative poles and lights to match those that presently exist between Queen and Locke Streets. With an objective of attracting more people to Hamilton's downtown core the implementation of this project will serve as an attractive entranceway to the core.

Total 1998 - \$120,000

2. Commercial Improvement Program - Phase II (Within Parks Division)

City Council at its meeting held 1997 September 30, approved Item Five of the Fourteenth Report of the Planning and Development Committee which reads "that the Business Improvement Area Co-ordinating Committee's request for Commercial Improvement Program funding, in the amount of \$315,000 which will result in the funding of \$15,000 per year, for each of the seven B.I.A.'s over the next three years, be referred to the Corporate Management Team with instructions that it be considered a priority in the 1998-2007 Capital Budget Deliberations".

The Commercial Improvement Program funds the following components within the boundaries of a B.I.A.: streetscape improvements on publicly owned lands, subsidizes public art (wall murals etc.) and, subsidizes comprehensive studies undertaken by B.I.A.'s that provide guidelines for future growth and development.

Total 1998 - \$105,000

Total 1999 - \$105,000

Total 2000 - \$105,000

- 3 -

3. Corktown Neighbourhood Plan Implementation - Phase I (Within the Streets and Sanitation Division).

The Corktown Neighbourhood Plan was created through a public participation process resulting in a plan that identifies future land use, urban design, movement and amenity improvements in the form of goals and policies. City Council approved the Corktown Neighbourhood Plan at its meeting held 1997 October 28. This is the first phase of a two phase project that will address the signage aspect of the Plan as well the development of a link with Carter Park/Central Memorial Recreation Centre and existing and proposed trail networks.

An aesthetical and attractive neighbourhood fosters a better image of the City for local residents and potential investors. In particular, this downtown neighbourhood has undergone significant land use changes over the past 25 years and a cohesive and uniform aesthetic improvement program would act as a catalyst for further private sector initiatives.

Total 1999 - \$50,000

4. Ferguson Avenue Implementation - Pedestrian/Bicycle Link - Phase II (Within Streets and Sanitation Division)

This incorporates the remainder of the Ferguson Avenue Master Plan phases. Phase One (between Barton and Cannon Streets) was implemented in 1996/97 and Phase Two (between King William to Main Streets) has been funded under the 1997 Capital Budget with implementation scheduled for the Spring of 1998. An intensive public participation process was undertaken for the preparation of the Ferguson Avenue Master Plan. The process consisted of two and a half years of meetings with a stakeholders group and four public meetings/workshops, where the needs, visions and desires of the community at large were gathered and incorporated into the Master Plan. The Master Plan identifies the opportunity to create a linkage between the Escarpment, the Downtown and the Bay with emphasis on pedestrians and cyclists.

Total 2007 and after \$3,121,000

5. Hughson Street Redevelopment - Downtown Action Plan - Phase II (Within Streets and Sanitation Division)

This project at a gross cost \$765,000 creates a logical pedestrian link on Hughson Street South from Hunter Street to Charlton Avenue and is recommended for commencement in 2007. This project will serve as a continuation of the pedestrian connection to the GO Station, the downtown core and other major downtown attractions.

Total 2007 and after \$765,000

- 4 -

6. **Commercial Improvement Program - Phase II (Within Parks Division)**

The objective of the Program is to finance streetscape improvements on publicly owned lands, subsidize public art within a B.I.A. (wall murals etc.) and, subsidize comprehensive studies undertaken by B.I.A.'s that provide guidelines for future growth and development. Items that have been implemented utilizing monies from Phase I of the Program include: benches, planters, banners, speciality lighting, alleyway lighting, sidewalk widening, speciality paving etc. Monies were also utilized from these funds to set-up accounts to implement the Commercial Property Improvement Program that offers property owners of commercial buildings within B.I.A.'s financial help to upgrade/renovate the interior and exterior of their buildings.

The implementation of this program will demonstrate the City's support of B.I.A.'s and help spur the economic vitality of the areas. Physical improvements together with the synergy created through business development strategies for B.I.A.'s will benefit the businesses through creating a more viable business area, the public through improved service within their neighbourhoods, and the City, since the more viable Hamilton's business areas are, the more taxes are derived.

Total 2007 and after \$2,500,000.

7,8,
9,10. **Neighbourhood Revitalization Projects (Within Parks Division)**

Previously subsidized through the Province of Ontario, the most recent neighbourhood revitalization project has been covered utilizing 100% municipal monies (Crown Point East/McAnulty Phase One).

Neighbourhoods are identified through the Parks Staff Committee on a needs basis. Existing infrastructure, incompatible land uses and the amount of park space within the areas are reviewed to determine the areas of prioritization. Recommendations are then channelled through the Parks and Recreation Committee and ultimately City Council and adopted as part of the Parks Expenditure Policy.

Areas identified for improvements include: Crown Point East/McAnulty Phase Two, Stipeley South, Parkview East and West and Blakeley/St. Clair. The cost for each project area amounts to approximately \$500,000. with the exception of the Parkview

- 5 -

East and West. The Parks Development and Maintenance Section of the Public Works and Traffic Department has completed work at Leaside, Glow and Woodward Park all in the Parkview East and West area, therefore the capital funding allotment for this project area has been reduced to \$266,000. in recognition of these commitments.

5. Crown Point East/McAnulty - II Total 2007 and after \$542,000

7. Stipeley/South Total 2007 and after \$551,000


8. Parkview (East and West) Total 2007 and after \$266,000

9. Blakeley/St. Clair Total 2007 and after \$532,000

11. Corktown Neighbourhood Plan Implementation - Phase II (Within the Streets and Sanitation Division).

This is the second phase of a two-phase project, to further meet the objective of creating an attractive urban community within the Corktown Neighbourhood for the residents, visitors and potential investors as identified in the Corktown Neighbourhood Plan previously approved by City Council at its meeting held 1997 October 28. Phase Two will achieve the implementation of urban braille, streetscaping/screening and landscape improvements.

Total 2007 and after - \$2,500,000

DL:HM:hm 
P&D98-CapBud

Attach's.

c.c. Mr. A. Ross, City Treasurer, Treasury Department
Mr. N. Adhya, Manager of Budgets, Treasury Department
Mr. R. Chrystian, Manager of Parks Division, Public Works and Traffic Department
Mr. C. Firth-Eagland, Manager of Streets and Sanitation Division, Public Works
and Traffic Department

The Corporation of the City of Hamilton

1998-2007 CAPITAL BUDGET PROGRAM
PROJECT SUBMISSION FORM

PROJECT NUMBER

~~1998-2007 CAPITAL BUDGET PROGRAM~~

1. DEPARTMENT/LOCAL BOARD: Public Works and Traffic - Community Renewal Section
2. PROJECT SUMMARY:
- (a) Name (max. of 45 characters) Commercial Improvement Program - Phase II
- (b) Type of Project _____
- (c) Location _____
- (d) Scope/Description of Work Phase II of the Commercial Improvement Program will address improvements on publicly owned lands i.e. benches, lighting, banners; subsidize public art (murals) and subsidize comprehensive studies undertaken by Business Improvement Areas (B.I.A.'s) that provide guidelines for future growth and development. Proposal is to provide each of the seven B.I.A.'s \$15,000. each year for three years.
- (e) Remarks _____
3. REFERENCE TO RELATED PROJECTS:
- (a) Submitting Department _____
- (b) Project Name _____
- (c) Start Year _____
- (d) Net City Cost \$ _____
4. DEPARTMENT PRIORITY ORDER: # _____ of _____
5. PROJECT JUSTIFICATION ("Yes" or "No"):
- (a) STRATEGIC DIRECTION (Image of the City, Quality of Life, Transportation) X
- (b) HEALTH/SAFETY/ENVIRONMENT X
- (c) LEGISLATED BY SENIOR LEVELS OF GOVERNMENT _____
- (d) NEEDS ANALYSIS (Demand, Equitable, Cost/Benefit, Pay back period) X
- (e) ECONOMIC DEVELOPMENT X
- (f) MAINTAIN EXISTING SERVICE (Roads, Buildings, Other basic infrastructure) X
- (g) REDUCE ONGOING COST (Staffing and/or Operating Costs) _____
- (h) GROWTH RELATED PROJECT _____
- Describe Justification:
The implementation of this program demonstrates the City's support of B.I.A.'s and helps spur the economic vitality of the areas. Physical improvements together with the synergy created through business development strategies for B.I.A.'s benefit businesses through creation of a more viable business area, the public through improved services within their neighbourhoods and the City, since the more viable Hamilton's business areas are, the more taxes are derived.
6. FEASIBILITY STUDY: -
- (a) START DATE (YEAR) _____
- (b) COMPLETION DATE (YEAR) _____
- (c) GROSS COST \$ _____
7. PROJECT:
- (a) START DATE (YEAR) January 1998
- (b) COMPLETION DATE (YEAR) December 2000
- (c) GROSS COST (Start Year Dollars) \$ 315,000.
- (d) LESS PROVINCIAL SUBSIDIES (Describe nature of subsidy) \$ _____
- (e) LESS OTHER RECEIPTS (Specify) _____ \$ _____
- (f) NET CITY'S COST \$ 315,000.

Note: all amounts rounded to the nearest thousand dollars

The Corporation of the City of Hamilton

1998-2007 CAPITAL BUDGET PROGRAM
PROJECT SUBMISSION FORM

PROJECT NUMBER

~~(Funding to be completed)~~

8. NET EXPENDITURE BY YEAR:

- 1998	\$ <u>105,000.</u>	- 2003	\$ _____
- 1999	\$ <u>105,000.</u>	- 2004	\$ _____
- 2000	\$ <u>105,000.</u>	- 2005	\$ _____
- 2001	\$ _____	- 2006	\$ _____
- 2002	\$ _____	- 2007	\$ _____

9. ADDITIONAL ANNUALIZED NET OPERATING COSTS/(SAVINGS):

(a) Staffing \$ 5,000./yr
 Building Operations & Maintenance \$ _____
 Other (specify) _____ \$ _____

GROSS COST (All Inclusive) \$ 5,000./yr

(b) LESS RECOVERY/REVENUE (specify) _____ \$ _____

(c) NET CITY'S COST \$ 5,000./yr
 (total of \$15,000. for the three years)

Note: Where amounts include operating cost & revenue estimates which impact other City departments, attach addendum breaking down estimates by department.

10. CAPITAL AND OPERATING ESTIMATE PREPARED BY:

(a) Project Manager's Name H. Milsome
 (b) Basis of assumptions Commitment to Hamilton's B.I.A.'s not demonstrated.
Commercial vitality not created, thereby no opportunity to improve quality of
life of surrounding areas.

11. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET PROGRAM?

No _____ Yes x; if yes, (but reduced amount this submission)

(a) PROJECT NO. (Per 1997-2006 Capital Budget Program) 177.0
 (b) AT CITY'S COST OF \$ 2,500,000.
 (c) SCHEDULED TO START IN THE YEAR 2007& AFTER

Signature of Department Head/
Local Board Manager

Date

12. ~~FUNDING - TREASURY DEPARTMENT IS COMPLETE~~

(a) NATURE OF PROPOSED FINANCING: _____
 (b) RESERVE/CAPITAL LEVY FUNDING AVAILABLE:
 Yes _____ . No _____
 (c) IF DEBENTURE FINANCING:
 (i) ANNUAL DEBENTURE FINANCING COST: \$ _____
 (ii) TOTAL CARRYING COST OF RETIRING DEBT: \$ _____

Note: all amounts rounded to the nearest thousand dollars

CONSENT AGENDA

FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1998 September 22nd

1:30 o'clock p.m.

Room 233, City Hall

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

- (i) Minutes of the Joint meeting of the Finance and Administration Committee and the Regional Finance and Administrative Services Committee held on Tuesday, 1998 June 16th
- (ii) Minutes of the Finance and Administration Committee meeting held on Tuesday, 1998 June 23rd

B. TREASURER

- (i) Financing of Joint Emergency Preparedness Program (JEPP) 1999
- (ii) Financing - Hamilton Museum of Steam and Technology - Chimney Emergency Repairs

C. REFERRAL BACK FROM CITY COUNCIL

Financing - Utility Arrears - Rosedale Tennis Club

D. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

Information Items

Tuesday, 1998 June 16
6:00 o'clock p.m.
Room 233, City Hall

The Joint Finance and Administration Committee and Regional Finance and Administrative Services Committee met in special session.

Finance And Administration Committee

Present:

Alderman D. Wilson
Alderman D. O'Sullivan
Mayor R. M. Morrow
Alderman M. Caplan
Alderman A. Horwath
Alderman D. Haining
Alderman C. Collins
Alderman B. Charters
Alderman D. Kelly

A. (i)

Also present:

Alderman M. Kiss
Alderman R. Corsini
Alderman B. Morelli
Alderman G. Copps
Alderman T. Jackson
Alderman F. D'Amico
J. G. Pavelka, Chief Administrative Officer
A. Ross, City Solicitor
C. Mascarhenas, Treasury
R. Fair, Director of Culture and Recreation
J. Hindson, Director of Information Systems
J. J. Schatz, City Clerk
E. Bourns, Human Resource Services
M. Fenn, Regional Chief Administrative Officer
K. C. Christenson, Acting Secretary

1. **COMMISSIONER OF HUMAN RESOURCES/CITY TREASURER/
ACTING COMMISSIONER OF FINANCE AND REGIONAL TREASURER/
DIRECTOR OF INFORMATION SYSTEMS**

**Corporate Human Resource and Financial Replacement System
Phase II Report (FIN98029(a))
and
Corporate Human Resource and Financial Information System
(HR/FIS) - Implementation Plan (FIN98029(b))**

The Committee was in receipt of two reports dated 1998 June 16 from the Commissioner of Human Resources, City Treasurer, Acting Commissioner of Finance and Regional Treasurer and Director of Information Systems respecting the above-noted issues.

Mr. Mascarhenas gave a detailed presentation on the "PeopleSoft" Financial Replacement System and the proposed implementation process.

Following considerable discussion, Mayor Morrow moved the following amendment:

"That staff be directed to proceed with a proposal call in order to determine the best possible price for the implementation process for the Corporate and Financial Information System - "PeopleSoft", and that staff report back within a sixty day period."

There was no seconder for the Motion.

The Committee then approved the following recommendation:

- (i) (a) That the Corporate Human Resource and Financial Replacement System - Phase II Report as outlined in Report FIN98029(a), be approved; and,

- (b) That, based on the results of the detailed evaluation in Phase II, PeopleSoft Canada Ltd. be chosen as the City of Hamilton and Regional Municipality of Hamilton-Wentworth's preferred vendor for replacing the existing Human Resources & Financial systems; and,
- (c) That the one-time license fee for the use of the Enterprise Software (as described in Appendix A, attached to Report FIN 98029(a), and including 1st year maintenance) be \$1,725,000 plus applicable taxes; and,
- (d) That Influatec Systems Inc. be the approved vendor for the purchase of the Salary Management System module at a one time license fee of \$118,000 plus applicable taxes (and including 1st year maintenance fee); and,
- (e) That the City of Hamilton and the Regional Municipality of Hamilton-Wentworth (and any Boards and Commissions governed by the City or Region) enter into licensing contracts with PeopleSoft Canada Ltd. and Influatec Systems Inc., in a form suitable to the Treasurers, Commissioner of Human Resources, Director of Information Systems and Solicitors of both Corporations; and,
- (f) That the Mayor and Clerk of the City of Hamilton and the Chairman and Clerk of the Regional Municipality of Hamilton-Wentworth be authorized and directed to execute the necessary agreements which are being made on behalf of their respective municipalities and on behalf of all their affiliated bodies, such as boards and commissions; and,
- (g) That the annual maintenance fees for the Peoplesoft Enterprise Software of \$310,500 per year for years 2 through 5, be pre-paid and charged to the Information Systems' Operating Budget during the years 1999 to 2002.

Subsequently, the Committee approved the following recommendation:

- (ii) (a) That the Corporate Human Resource and Financial Information System (HR/FIS) Implementation Strategy, as outlined in Report FUB98029(b) be approved; and,
- (b) That the PeopleSoft Canada Ltd. Implementation Partner of Price Waterhouse/IBM be retained to provide the prime external resources for implementation assistance and, the Manager of Purchasing issue a Request for Proposal for other external consulting services where required at a total cost not to exceed \$1.5 million; and,
- (c) That the Mayor and Clerk of the City of Hamilton and the Chairman and Clerk of the Regional Municipality of Hamilton-Wentworth be authorized and directed to execute the necessary agreements which are being made on behalf of their respective municipalities and on behalf all their affiliated bodies, such as Boards and Commissions.

2. ADJOURNMENT

There being no further business, the meeting adjourned.

Taken as read and approved,

**ALDERMAN D. WILSON, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE**


**Kevin C. Christenson
Acting Secretary**

1998 June 16

/mjw

Tuesday, 1998 June 23
1:30 o'clock p.m.
Room 233, City Hall

The Finance and Administration Committee met.

Present: Alderman D. Wilson, Chairman
Alderman D. O'Sullivan, Vice-Chairman
Robert M. Morrow
Alderman D. Haining
Alderman M. Caplan
Alderman A. Horwath
Alderman B. Charters
Alderman C. Collins

A. (ii)

Regrets: Alderman B. Kelly - vacation

Also Present: Alderman R. Corsini
Alderman M. Kiss
J. Pavelka, Chief Administrative Officer
A. Ross, Treasurer
J. Schatz, City Clerk
Fire Chief W. Shoemaker
V. Abraham, Director of Local Planning
J. Hickey-Evans, Planning
P. Noé Johnson, City Solicitor
M. Watson, Real Estate
M. Mascarenhas, Real Estate
R. Menagh, Human Resources
R. Fair, Director of Culture and Recreation
P. Lampman, Building Department
B. Desnoyers, Culture and Recreation Department
Susan K. Reeder, Secretary

A G E N D A

A. DELEGATIONS

- (a) Representatives of the Hamilton Region Conservation Authority - respecting the Conservation Authority's role in providing a cost-effective and streamlined delivery of resource management services for its member municipalities

The Committee was in receipt of correspondence from the Hamilton Region Conservation Authority dated 1998 May 27, respecting the above noted matter. Russ Powers and John Coates from the Hamilton Region Conservation Authority were in attendance and spoke to the Committee about the current activities of the Conservation Authority. A Portfolio detailing how the Hamilton Region Conservation Authority can assist municipalities in providing a streamlined package of environmental and recreational services was circulated.

Some questions ensued with respect to the Conservation Authority's plans for Lakeland.

The Committee then thanked Mr. Powers and Mr. Coates for attending, and the Committee received the presentation.

(b) Representatives of the Hamilton-Halton Homebuilders Association - respecting Monthly Project Report - Joint Partnership Agreement on the Downtown

Representatives from the Hamilton-Halton Homebuilders Association were in attendance. An Executive Summary of Marketing Research Information from Hamilton-Wentworth residents concerning their attitudes towards the potential of new housing development in the downtown area was circulated.

The Committee received this presentation.

(c) Representatives - Hamilton Status of Women Sub-Committee - respecting the one year term given to the Sub-Committee

The Committee was in receipt of correspondence from the Hamilton Status of Women Sub-Committee dated 1998 May 28, respecting the above noted matter.

Joan MacDonald, Chairperson of the Sub-Committee, was in attendance, along with a number of members of the Sub-Committee. Ms. MacDonald spoke to the Committee to request that the members of the Sub-Committee be given a three year term of office.

Alderman Caplan, one of the Council appointed members of the Sub-Committee, addressed the Committee on this issue. He indicated to the Committee that he was tendering his resignation from the Sub-Committee.

Following discussion, it was noted that the determination of the length of the term of office for the Sub-Committee rests with a decision made by City Council. The Committee agreed to receive and take no action on this matter.

1. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda, and approved the following:

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

The Committee was in receipt of the minutes of its special meeting held on Tuesday, 1998 May 19th; the minutes of its meeting held on Tuesday, 1998 May 19th; and the minutes of its Special meeting held on Tuesday, 1998 May 26th.

The Committee approved these minutes as circulated.

B. TREASURER

(i) Authorization to Enter into Extension Agreements on Specific Properties for the Payment of Realty Tax Arrears

The Committee was in receipt of a report from the Treasurer dated 1998 June 8, respecting the above noted matter, and approved the following:

- (a) That the City be authorized to enter into Extension Agreements, if required, in a form satisfactory to the City Solicitor and the City Treasurer pursuant to Section 8 of the Municipal Tax Sales Act, with the owners of the following properties to extend the time open for payment of realty tax arrears in accordance with the policy for extension agreements approved by City Council on 1994 June 28:

9 Robert	928 King E.
84 Cannon E.	11 Strathcona N.
22 Locke S.	231 Gage N.
8 Locke N.	15 Ainslie
249 Victoria N.	540 Woodward
490 Nash N.	9 Wentworth N.
11 Rebecca	1430 Main E.
4 Dartnall	215 Hess N.
286 Sanford N.	231 Cannon E.
556 Upper Sherman	300 Acadia
1403 Main E.	590 Main E.
928 King E.	71 Erie
352 East 36th	73 Erie
1 Somerset	

- (b) That a by-law to authorize the said Extension Agreements be enacted by Council; and,
- (c) That the Mayor and City Clerk be authorized to execute the aforesaid by-law and extension agreements.

(ii) **Supply and Delivery of Gasoline and Diesel Fuel as and when required for various locations**

The Committee was in receipt of a report from the Treasurer dated 1998 June 4, respecting the above noted matter.

The Committee approved the following:

That purchase orders be issued for the supply and delivery of gasoline and diesel fuels to various City Departments as and when required to 2001 June 30, with the option to renew for two (2) one-year terms in accordance with specifications issued by the Manager of Purchasing, Public Transport/HSR and vendors' tenders, and be financed through various approved accounts, as follows:

<u>Petro Canada</u>	
Regular unleaded gasoline	\$.1903
Premium unleaded gasoline	.2252
Regular Low Sulphur Diesel	.1870

<u>Shell Canada</u>	
Premium low sulphur diesel	\$.1985

<u>Sunoco Inc.</u>	
Regular blended unleaded gasoline	\$.2006
Premium blended unleaded gasoline	.2331

All gasoline prices are plus excise tax @ \$.10 per litre; road tax @ \$.1470 per litre; and GST.

All diesel prices are plus excise tax @ \$.04 per litre; road tax @ \$.1430 per litre; and GST.

(iii) Supply and Delivery of Janitorial Paper Products - Tender Ref. C20-2298

The Committee was in receipt of a report from the Treasurer dated 1998 June 9, respecting the above noted matter, and approved the following:

That a purchase order be issued to Morgan-Scott, Mississauga, Ontario, for the supply and delivery of various janitorial paper products during 1998-1999 to the City of Hamilton - Purchasing Stores, being the lowest of five (5) tenders received, in accordance with specifications issued by Purchasing and Vendor's tender and be financed through Stores Inventory Account No. CH56103 28999.

C. CITY SOLICITOR

(i) Debenture By-law - Capital Projects - 1998

The Committee was in receipt of a report from the City Solicitor dated 1998 June 8, respecting the above noted matter and approved the Bill for presentation to City Council.

(ii) By-law to amend By-law No. 93-069 - Second Hand and Salvage Dealers

The Committee was in receipt of a report from the City Solicitor dated 1998 May 7, respecting the above noted matter and approved the Bill for presentation to City Council.

D. CITY CLERK - By-law to Appoint an Acting Clerk

The Committee was in receipt of a report from the City Clerk dated 1998 June 15, respecting the above noted matter and approved the Bill for presentation to City Council.

E. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE - Information Items

The Committee was in receipt of a report from the Secretary of the Finance and Administration Committee dated 1998 June 18th, respecting Information Items. The Committee approved the following:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Correspondence - the Mayor of Gloucester, on behalf of Large Urban Mayor's Caucus of Ontario (LUMCO) - Draft New Municipal Act to the Honourable Al Leach, Minister of Municipal Affairs and Housing - letter dated 1998 May 8th.
- (b) Correspondence - Minister of the Environment, Ottawa - "Opportunities for Action" - A Forum on Climate Change Public Outreach - letter received 1998 May 11

- (c) Correspondence - Minister of Transport, Ottawa - "Development of the letters patent for ports scheduled to become Canada Port Authorities (CPAs)" - proposed Canada Marine Act, Bill C-9 - letter received 1998 May 21.
- (d) Correspondence - Resource Associates Canada Inc., London - "Consulting firm wishes to assist choice of supplier re: large user of electricity" - letter dated 1998 June 3.
- (e) Information Report - Treasurer - Status of Unclassified Revenue and Expenditures as at 1998 May 31 - report dated 1998 June 10
- (f) Information Report - Treasurer - Status of Hosting, Receptions and Related Accounts as at 1998 May 31 - report dated 1998 June 10
- (g) Report from the Director of Culture and Recreation to the Parks and Recreation Committee - Chedoke Twin Pad Arena - report dated 1998 June 11th
- (h) Correspondence - Minister of Transport - Letters patent for ports scheduled to become Canada Port Authorities - letter received 1998 May 25th
- (i) Information Report - Treasurer - Sale of Tax Arrears Properties - report dated 1998 May 15th
- (j) Information Report - Director of Culture and Recreation - Barrier Free Design Modifications - Culture and Recreation Buildings and other City owned buildings - report dated 1998 May 22nd
- (k) Information Report - City Solicitor - Review of the Proposed New Municipal Act - report dated 1998 May 25th
- (l) Correspondence - Mike Colle, M.P.P. - Bill 20, An Act to amend the Highway Traffic Act to improve Safety at Highway Intersections by providing for the installation and use of Red Light Cameras - letter dated 1998 June 1st
- (m) Minutes of the Hamilton Status of Women Sub-Committees meetings held on Wednesday, 1998 April 8th; Monday, 1998 April 6th; Wednesday, 1998 May 4th
- (n) Correspondence - Eric Lowther, M.P., - Bill C-397 - Prostitution a dual offence - letter dated 1998 May 19th
- (o) Report - Commissioner of Public Works and Traffic to the Transport and Environment Committee - 1998 Servicing Expenditures related to Subdivisions - report dated 1998 June 10th
- (p) Report - Commissioner of Public Works and Traffic to the Transport and Environment Committee re: Parking for Services in Kind - report dated 1998 June 8th

REGULAR AGENDA**2. MAYOR ROBERT M. MORROW - Civic Reception - The National Meeting of the Moral Re-Armament Association**

The Committee was in receipt of a report from the Mayor dated 1998 June 18, respecting the above noted matter, and approved the following:

That approval be given to the action taken in hosting a reception on Saturday, 1998 June 6, by the City of Hamilton for an estimated cost of \$2,479.50 to be charged to Account No. CH54314-84010 Special Receptions/Dignitaries Hosting.

3. CHIEF ADMINISTRATIVE OFFICER/DIRECTOR OF PLANNING AND DEVELOPMENT - Selection of Consultant - Social and Economic Impact Study for Charity Casinos (Charity Gaming Clubs)

The Committee was in receipt of a joint report from the Chief Administrative Officer and the Director of Planning and Development dated 1998 June 9, respecting the above noted matter.

The Committee approved the following, as amended:

That the submission by Econometrics Research Limited (ERL) and Social Planning and Research Council of Hamilton-Wentworth (SPRC) be selected as the consultants to undertake the Social and Economic Impact Study for Charity Casinos (Charity Gaming Clubs) at a cost of \$20,000 plus GST, to be financed from the 1998 Current Budget, Account Centre No. CH24101 55046.

4. DIRECTOR OF INFORMATION SYSTEMS/CHIEF ADMINISTRATIVE OFFICER - 90 Day Extension to Computer Leasing Agreement with IBM Canada Limited

The Committee was in receipt of a joint report from the Director of Information Systems and the Chief Administrative Officer dated 1998 June 15, respecting the above noted matter, and approved the following:

That the Mayor and the City Clerk be authorized to execute a 90 day extension (from 1998 April 30 to 1998 July 30) to the master lease agreement for leasing services with IBM Canada Limited in a form satisfactory to the City Solicitor.

5. TREASURER**(a) Information Report - Canada/Ontario Infrastructure Works Program - Status Report**

The Committee was in receipt of an Information Report from the Treasurer dated 1998 June 4, respecting the above noted matter, and agreed to receive this document as information.

(b) Reallocate Excess Debenture Proceeds

The Committee was in receipt of a report from the Treasurer dated 1998 June 12, respecting the above noted matter.

The Committee approved the following:

That the City Treasurer be authorized to transfer the excess debenture proceeds of \$7,194.93 from City Hall - Roof Replacement project, Account Centre No. CF 258453001 (City By-Law No. 95-090) to 1996 Road and Sidewalk Reconstruction Program, Account Centre No. CF 529642001 (City By-Law No. 96-050).

6. GRANTS CO-ORDINATOR - Release of 1998 Grants

The Committee was in receipt of a report from the Grants Co-ordinator dated 1998 June 18, respecting the above noted matter, and approved the following:

That the 1998 Grants Budget be released in advance of the final approval of the 1998 Current Budget to alleviate cash flow problems being experienced by the various successful grant applicants for both the General and Convention/Reception Grants.

7. CITY CLERK

(a) Expropriations - Offers of Compensation and Notice of Possession - rear portions of 1472 and 1496 Upper Gage Avenue

The Committee was in receipt of a report from the City Clerk dated 1998 June 10, respecting the above noted matter.

The Committee approved the following:

That with respect to rear portions of 1472 and 1496 Upper Gage Avenue expropriated by Expropriation Plan LT 494229 on 1998 March 16 (pursuant to Expropriation By-law No. 98-068 enacted 1998 February 10) for highway and municipal purposes, namely the extension of Elmore Drive, the City Clerk be authorized and directed to:

- (a) Sign and serve Notice in accordance with Section 39 of The Expropriations Act that possession of the expropriated land is required; and,
- (b) Sign and serve Offers of Compensation in accordance with Section 25 of The Expropriations Act for the expropriated lands as follows:
 - (i) For the rear portion of 1472 Upper Gage Avenue, designated as Parts 1 and 2 on Expropriation Plan LT 494229, former owners, John Murray Crockett & spouse and Barbara Elizabeth Crockett & spouse, the sum of \$9,750; and,
 - (ii) For the rear portion of 1496 Upper Gage Avenue, designated as Parts 3 and 4 on Expropriation Plan LT 494229, former owners, Bertilla Zanesco, in trust, Corrado Zanesco, Doris Zanesco, Paul Zanesco, and spouses of the former owners, the sum of \$25,500; and the former tenants, Susan and Donald Clewley, for \$1.

(b) Response to the Alcohol and Gaming Commission of Ontario one event requiring Special Liquor Permits - Delegated authority to the City Clerk

The Committee was in receipt of a report from the City Clerk dated 1998 June 16, respecting the above noted matter.

It was noted that the City's Special Event Guides, as approved by City Council, give reference to a requirement for a site map of the event being submitted sixty (60) days prior to the event. The Committee agreed to exempt this requirement for those responses to the A.G.C.O. by the City Clerk. The Committee then approved the following, as amended:

- (a) That the City Clerk be delegated the authority to respond to the Alcohol and Gaming Commission of Ontario (AGCO) on applications for special liquor permits for special events being held in the City of Hamilton, subject to the following:
 - (i) That the terms and conditions of the Special Events Guidelines, approved by City Council on 1997 June, attached herewith and marked Appendix "A", are met with the exception of the requirement for a site map of the event being submitted sixty (60) days prior to the event; and,
 - (ii) That the Aldermen for the Ward are in support of the application; and,
 - (iii) That the City Clerk provide a regular information report to the Finance and Administration Committee on actions taken; and,
- (b) That in the event that both Ward Aldermen do not support the application, that the City Clerk submit the request to the Finance and Administration Committee for consideration.

8. CITY CLERK AND BUILDING COMMISSIONER - Business and Lottery Licences - Licence Committee Hearings

The Committee was in receipt of a joint report from the City Clerk and the Building Commissioner dated 1998 June 15, respecting the above noted matter.

The Committee approved the following:

- (a) That each of Licensing By-Laws 76-32 Body Rub Parlours; 79-144 Adult Entertainment Parlours; 80-259 Second Level Lodging House; 93-069 Licensing Code; 93-240 Lottery; and 95-173 Adult Video, as amended, be further amended as set out below:
 - (i) That the City Clerk issue lottery licenses in accordance with regulations set out below, attached herewith and marked "Appendix B"; and,
 - (ii) That the Building Commissioner issue business licences in accordance with regulations set out in the Appendix; and,

- (iii) That the City of Hamilton Licensing Committee hold hearings respecting appeals which have resulted from the City Clerk's or Building Commissioner's:
 - (1) Refusal to issue or renew licences; or,
 - (2) Recommendation to suspend or revoke licences; and,
- (iv) That appropriate sections of the above by-laws be replaced to make improvements to and conform with Section 257.1-7 of The Municipal Act as set out in the Appendix; and,
- (v)
 - (1) That an incentive of 10% or \$15, whichever is less, be provided for issuance of each 1998 business licence and renewal, commencing with the start-up of the new computer system and ending on 1998 December 1; and,
 - (2) That a late renewal re-instatement fee be established; and,
 - (3) That renewal dates for 1999 be staggered and licence fees pro-rated; and,
- (b) That the City Solicitor be authorized and directed to prepare the appropriate consolidated by-laws for enactment.

9. BUILDING COMMISSIONER

(a) Uncollectible Commercial Property Improvement Loans Recommended for Write Off

The Committee was in receipt of a report from the Building Commissioner dated 1998 June 16, respecting the above noted matter, and approved the following:

That the following Commercial Property Improvement Loans, in the total amount of \$160,933.81, be written off and charged to the Commercial Property Improvement Loan Program, Account No. CH 17116 00329.

<u>Loan No.</u>	<u>Amount</u>	<u>Loan No.</u>	<u>Amount</u>
27	\$22,764.93	53	\$37,728.56
74	29,975.76	88	8,625.83
121	33,364.93	5	3,003.76
114	25,470.04		

(b) Community Heritage Trust Fund Program - James Street Baptist Church - 98 James Street South

The Committee was in receipt of a report from the Building Commissioner dated 1998 June 5, respecting the above noted matter.

The Committee approved the following:

That the request from James Street Baptist Church for a deferral on Community Heritage Trust Fund Program loan repayments for a period of one year, from 1998 August 1 up to 1999 July 31, after which time the borrower will be required to resume monthly payments of \$555.13, be approved.

(c) Licensed Parking Lots

The Committee was in receipt of a report from the Building Commissioner dated 1998 June 12, respecting the above noted matter, and approved the following:

- (a) That approval be given to amend City of Hamilton Licensing By-Law 93-069, as amended, Schedule 32, governing public garages, by introducing new regulations and amending existing regulations respecting minimum requirements pertaining to commercial parking lots, on the following basis:
 - (i) That Sub-Section 1 be amended by adding the following clauses:
 - "(b) "landscaped area" shall mean an area of land provided and maintained on the same lot on which the building, structure or use is situated, no part of which shall be other than:
 - i) fully and completely open and exposed to natural light and air and unobstructed above the surface; and,
 - ii) used exclusively for scenic, recreational or like uses; and,
 - iii) not less than 50% of which shall be natural earth comprised of the natural planting of grass lawns, trees, shrubs and flowers in such manner as to establish and enhance the beautification of the landscaped area and any building or structure on the same lot, and may include a planting strip, but shall not include area used for parking space, manoeuvring space, access or egress driveways or any other vehicular purpose of any kind, nor any area occupied by an accessory building, nor any open space beneath, within or on the roof of any building; and,
 - (c) "Planting strip" means an area of land growing ornamental shrubs or trees or both, suitable to the soil and climatic conditions of the area of land for the sole purpose of providing a visual barrier or buffer; and,"
- (ii) That Clause 4.(3)(d) be amended by adding the words "paving, fencing, markings, bumpers/wheel barriers and lighting" after the word Landscaping, so that the clause reads, "Landscaping, paving, fencing, markings, bumpers/wheel barriers and lighting; and,
- (iii) That Sub-Section 7.(1)(a) be amended by deleting Clauses (i),(ii),(iii),(iv) and (v) and rewording Sub-Section (a) to read; "A permanent durable and dustless surface that is graded, drained, and paved with concrete or asphalt or a combination of concrete and asphalt shall be provided and maintained on all outside areas to which motor vehicles will have access." so as to coincide with the requirements of the City of Hamilton Zoning By-Law Section 18A.(30); and,

- (iv) That Sub-Section 7.(1)(b) be amended by deleting the words "at least twenty inches high" from the fourth line; and,
- (v) That Sub-Section 7.(1) be amended by adding the following clauses:
 - "(e) A landscaped area with a planting strip having a minimum average width of 2.0 metres (6.56') but not less than 1.0 metres (3.28') in width, shall be provided and maintained along the entire street line of the lot, except for the area used for access driveways; and,
 - (f) An area landscaped with a planting strip of not less than 1.5 metres (4.92") in width shall be provided and maintained along and within every side lot line and rear lot line that abuts a residential district or use; and,
 - (g) A visual barrier not less than 1.2 metres (3.94') and not more than 2.0 metres (6.56') in height shall be provided and maintained along every side lot line and rear lot line of a public parking lot which adjoins a residential district or use, except that no visual barrier shall be situated less than 3.0 metres (9.84') in distance from a front lot line; and,
 - (h) All open areas, except areas required to be landscaped, shall be paved with asphalt or concrete, and so graded or drained as to ensure that surface water will not escape to neighbouring lands; and,
 - (i) Every lighting facility shall be so designed, installed and maintained as to ensure that light is deflected away from all lands designated for residential uses, and any lighting of signs shall similarly be so deflected; and,
 - (j) Lighting shall be provided to a minimum level of 5 foot candles in all areas used for parking and access of vehicles as well as those areas used for pedestrian access to and from the parking areas. Readings to be taken at 3 feet from the ground; and,"
- (vi) That a new Subsection 7(3) be added as follows:
 - "(a) Except as provided in subsection b), the operator of every parking station and parking lot shall provide and maintain the facilities as set out in the approved plot plan required by Section 4 prior to the issuance of the licence."; and,
 - (b) Where a similar licence was in effect for the previous year with respect to the same premises and the existing facilities pertaining to landscaping, paving, fencing, markings, bumpers/wheel stops and minimum lighting are not in accordance with the requirements as set out in this by-law then; and,

- (i) The operator shall provide a satisfactory plot plan in accordance with Section 4, notwithstanding the exemption contained therein, and;
- (ii) The operator shall provide these facilities in accordance with the approved plot plan; and,
- (c) The requirements of Sub-Section 7.(3)(b)(ii) shall be effective one year from the date of the passing of this amendment; and,"
- (b) That the Building Commissioner be authorized and directed to pro-actively enforce the requirements of the Licensing By-law as amended regarding parking lots in the downtown area; and,
- (c) That the City Solicitor be authorized and directed to prepare the appropriate amended By-law for enactment.

10. FIRE CHIEF - Long Term Medical Surveillance

The Committee was in receipt of a report from the Fire Chief dated 1998 June 16, respecting the above noted matter, and approved the following:

- (a) That a purchase order be issued to McMaster University, Hamilton, Ontario for the provision of an Occupational Health and Exposure Programme, for a period of one (1) 12-month term with an option in favour of the City to renew for two (2) 12-month terms, in accordance with a Request for Proposal issued by the Purchasing Department and Vendors Proposal; and,
- (b) That this expenditure be financed through the current budget account established for this program CH 555XX 48050 - Medical Surveillance; and,
- (c) That the Mayor and the City Clerk be authorized and directed to execute a contract for the above in a form satisfactory to the City Solicitor.

11. DIRECTOR OF CULTURE AND RECREATION

(a) The Hamilton East Kiwanis Boys' and Girls' Club Inc., - Tax Exemption

The Committee was in receipt of a report from the Director of Culture and Recreation dated 1998 June 9, respecting the above noted matter.

The Committee approved the following:

- (a) That the Mayor and City Clerk be authorized to execute a Municipal Capital Facility Agreement with The Hamilton East Kiwanis Boys' and Girls' Club Inc. The Agreement will govern the provision of the operation of the facility by the Hamilton East Kiwanis Boys' and Girls' Club for the City of Hamilton; and,
- (b) That the City Solicitor be authorized and directed to prepare the appropriate By-law for enactment; and,
- (c) That the City Clerk give Notice of passage of the By-Law to the Minister of Education and Training, the Regional Assessment Commissioner and to the Clerk of the Regional Municipality of Hamilton-Wentworth and to the Secretaries of the Hamilton District School Board and the Hamilton-Wentworth Catholic District School Board; and,

- (d) That upon enactment of the By-Law, the City Treasurer strike from the tax roll the Hamilton East Kiwanis Boys' and Girls' Club's taxes from the date of enactment of the By-Law.

(b) **Embankment Stabilization - 125 Barton Street West**

The Committee was in receipt of a report from the Director of Culture and Recreation dated 1998 May 12, respecting the above noted matter.

The Committee approved the following;

- (a) That approval be given to issue a purchase order in the amount of \$19,688 inclusive of G.S.T.(\$1,288) to commission Terraprobe Limited of Hamilton to provide further consultative and investigative work in relation to the slope rehabilitation on City property at 125 Barton Street West and provide engineering services, specifications and drawings for tendering purposes to be financed from Capital Fund Account - Embankment Stabilization CF319741039; and,
- (b) That the City Solicitor be authorized to enter into "Authority to Enter" documents with the owners of 231 Bay Street North (David Frederick Laing Dawson and Marlaise Josepha Cahill); 221 Bay Street North (Pin Khu and Ani Khu); 219 Bay Street North (Khuong Dai and Yen The Dai); 215 Bay Street North (Mark William Marsdin and John George Marsdin); 211 Bay Street North (Calogero Bartolotta and Rosa Bartolotta); 207 Bay Street North (Sam Buscarino and Carmela Buscarino); 205 Bay Street North (Nancy Partito); 201 Bay Street North (Frank Vassallo and Maria Vassallo); 64 Sheaffe Street (Raffaele Garlisi and Concettina Garlisi); 66 Sheaffe Street (Edward Partito and Angeline Partito); and 70 Sheaffe Street (Cipolla Estate); and,
- (c) That a reference plan be prepared in order to delineate the easement requirements.

(c) **Direct Purchase of Natural Gas**

The Committee was in receipt of a report from the Director of Culture and Recreation dated 1998 June 15, respecting the above noted matter, and approved the following:

- (a) That the Corporation of the City of Hamilton exercise its third and final year option and continue to contract with Engage Energy Canada, L.P. for the supply of natural gas under the Bundled Transportation Service Agreement for the period 1998 November 1 through to 1999 October 31 at a price equivalent to the variable monthly indexed pricing as published by the Alberta Energy Corporation (AECO) plus Engage Energy's margin of \$0.004/gigajoule and \$0.025/gigajoule for Energy Management Services, this being the lowest acceptable bid received in accordance with specifications issued by the Purchasing Division, Ref. C19-8-96; and,
- (b) That the Corporation of the City of Hamilton extend the term of the contract with Engage Energy Canada, L.P. for one year from 1999 November 1 to 2000 October 31; and,
- (c) That the Mayor and City Clerk be authorized and directed to execute the revised contracts in a form satisfactory to the City Solicitor.

(d) C.U.P. - Repairs to Main Heating Boilers

The Committee was in receipt of a report from the Director of Culture and Recreation dated 1998 June 16, respecting the above noted matter, and approved the following:

- (a) That approval be given to issue a Purchase Order to MBM Mechanical & Welding Ltd. of Stoney Creek, Ontario in the amount of \$97,229.50 inclusive of G.S.T.(\$5,660.81) and contingency of \$10,700 to supply the necessary labour and materials to replace the two main heating boilers located in the penthouse of Hamilton Place, this being the lowest of two acceptable alternative bids received in accordance with the specifications issued by the Purchasing Division, Ref. C2-898; and,
- (b) That the work be financed from the Capital Funds Account CF709851035 (\$100,000) as approved by the Committee of the Whole during the 1998 - 2007 Capital Budget deliberations.

(e) City Hall Council Chamber Renovations - Delegated Authority to Award Contracts

The Committee was in receipt of a report from the Director of Culture and Recreation dated 1998 June 15, respecting the above noted matter.

The Committee approved the following:

- (a) That the Mayor and the Chairman of the Finance and Administration Committee, or Committee Vice Chairman in the absence of the Committee Chairman, be authorized to award the contracts relating to the Council Chambers Renovations and Barrier Free Design Modifications projects, provided that:
 - (i) The recommended tender(s) meets the tender specifications for the contract(s) and is the lowest qualified bid; and,
 - (ii) That cost of the contracts to be awarded shall not exceed the cumulative amount of \$422,106 (inclusive of GST); and,
- (b) That the costs of the contracts to be awarded be funded from accounts CF 709841056 (City Hall-1998 Retrofit-Phase I, available funds \$250,000) and CF 329441017 (Barrier Free Design Modifications, all City Buildings, available funds \$172,106); and,
- (c) That the Director of Culture and Recreation report back to the Finance and Administration Committee and City Council respecting the outcome of the tender process; and,
- (d) That the Mayor and the City Clerk be authorized to execute all necessary documents respecting subsection (a), in a form satisfactory to the City Solicitor.

The Director of Culture and Recreation advised that he would be bringing the preliminary sketches for the renovations to the next meeting.

ADDED - TREASURER - Loss of Investment Income and Cost of Borrowing

The Committee was in receipt of an added report from the Treasurer dated 1998 June 23, respecting the above noted matter, and approved the following:

- (a) That the City Treasurer be authorized to suspend temporarily the City's Investment Policy until the tax collection of the 4th instalment, due to the delay in collection of the City's tax revenue; and,
- (b) That the Mayor write to the Honourable Minister of Municipal Affairs and Housing requesting a grant at an estimated amount of \$1,750,000 to the Hamilton taxpayers for the shortfall in investment income and interest expenses because of the City's borrowing due to the delay in the collection of the City's tax revenue caused by the delay in submitting the Assessment Roll by the Province of Ontario.

12. IN CAMERA AGENDA

The Committee moved to an In-Camera Session to discuss matters of a Private and Confidential nature.

The Committee then moved back into Regular Session, and approved the following:

AA. TREASURER - Settlements of Outstanding Business Tax Accounts

- (a) That the City accept a settlement of the outstanding business taxes applicable to the Chattanooga Creek Ltd., 75 Centennial Parkway North, in the amount of \$ 29,795.22; and,
- (b) That the City accept a settlement of the outstanding business taxes applicable to Dimaggios American Italian Eatery, 1705 Main Street West, in the amount of \$3,750; and,
- (c) That where prior Committee approval cannot be obtained due to time constraints, Treasury staff be authorized to settle outstanding business tax accounts where a distraint has taken place and settlement is deemed to be in the best financial interests of the City, subject to a subsequent report to the Committee outlining the details of the settlement.

BB. CITY CLERK**(i) City Clerk's Department - Real Estate Division Reorganization**

- (a) That two Senior Property Officer/Appraiser positions from the current five (5) Senior Property Officer/Appraiser complement be eliminated; and,
- (b) That two positions be established titled Chief Appraiser and Chief Property Officer and that job documentation for these positions be prepared and forwarded to Human Resource Services for review and establishment of salary classification.

(ii) Sale - Municipal Parking Lot - 897 Barton Street East

- (a) That an Offer to Purchase 897 Barton Street for the price of \$35,000, executed by John I. Stypsianos and Michael Stypsianos, dated 1998 June 1, be accepted. The said land has a frontage along the northerly limit of Barton Street East of 13.81 metres (45.31 feet) more or less, a depth of 33.53 metres (110.01 feet) more or less, comprising a total area of 462 square metres (4,973 square feet) more or less, being part of Lot 3 and all of Lot 4, Registered Plan No. 374, said transaction scheduled to close on 1998 August 6. Funds derived from this sale, less commission, plus GST, be credited to Account Centre CH 00202 (Offstreet Parking Reserve); and,

- (b) That it be understood and agreed that:
 - (i) The purchaser may be required to pay development and sewer charges; and,
 - (ii) The Purchaser acknowledges that there is an encroachment on the subject property from adjacent structures. The Purchaser agrees to accept title to the subject property subject to said encroachments which shall not affect the purchase price; and,
- (c) That the required deposit in the amount of \$3,500 be held by the City Treasurer pending Council approval; and,
- (d) That upon successful completion of this sale, a real estate commission of 5% of the sale price, plus GST, be paid to Star Real Estate Limited (Sales Representative David G. Field), who acted in this matter; and,
- (e) That the City Clerk be authorized and directed to execute and issue a Certificate of Compliance in the form prescribed pursuant to Section 193 of the Municipal Act incorporating the following:
 - (i) Satisfactory notice has been given to the public of the intended sale; and,
 - (ii) An appraisal of the fair market value of the real property intended to be sold was obtained on 1998 May 29.

DD. CITY SOLICITOR

- (i) **City of Hamilton -ats- D'Eon; Ontario Court (General Division) Small Claims Court; action No. 13948/97**
 - (a) That the City resolve Ontario Court (General Division) Small Claims Court Action No. 13948/97 by the payment to the Plaintiff, Pierre D'Eon, of the sum of \$450, inclusive of all damages, interest and costs; and,
 - (b) That the Plaintiff be required to execute a Full and Final Release in a form satisfactory to the City Solicitor; and,
 - (c) That Ontario Court (General Division) Small Claims Court Action No. 13948/97 be dismissed without costs.
- (ii) **City of Hamilton -ats- Montgomery; Ontario Court (General Division) Action #13542/96**
 - (a) That the City of Hamilton resolve Ontario Court (General Division) Action # 13542/96 by the payment to the Plaintiff, Ella Montgomery, of the sum of \$22,177.25, inclusive of all claims for damages, interest and costs; and,
 - (b) That the Plaintiff be required to execute a Full and Final Release in a form satisfactory to the City Solicitor; and,
 - (c) That Ontario Court (General Division) Action # 13542/96 be dismissed without costs.

13. OTHER BUSINESS

ADDED - CITY CLERK - RESPONSE TO THE ALCOHOL AND GAMING COMMISSION OF ONTARIO - TEMPORARY EXTENSION OF LIQUOR LICENCE - LOYAL ORDER OF MOOSE, 1860 BARTON STREET EAST - SATURDAY, 1998 JUNE 27TH

The Committee was in receipt of an added report from the City Clerk dated 1998 June 22nd respecting the above noted matter.

The Committee approved the following:

That the Alcohol and Gaming Commission of Ontario be advised that the City of Hamilton is aware of the application of the Loyal Order of Moose, 1860 Barton Street East, Hamilton for a temporary extension of its liquor licence to hold a Steak Barbeque at the back of their property on Saturday, 1998 June 27th from 12:00 noon until 9:00 o'clock p.m., and that the City has no objection to the A.G.C.O. issuing this temporary permit on the following conditions:

- (a) That the City's Noise Control By-law requirements are followed; and,
- (b) That the requirements of the Hamilton-Wentworth Regional Police are met.

Secretary's Note: Due to the timing of this event, the AGCO agreed that Committee approval only was sufficient for its consideration. Therefore, this matter was not forwarded to City Council.

ADDED - NOMINATION TO PORT AUTHORITY COMMITTEE

The City Solicitor spoke to the Committee and gave reference to an Information Report re: The Canada Marine Act, Hamilton Port Authority which she has written, and will be sent out under separate cover. The City Solicitor drew the Committee's attention to the Canada Marine Act Task Force nominations to Port Authority Committee and the deadline for this nomination of 1998 June 25th.

The Committee also noted the resolution approved by City Council, at its meeting held Tuesday, 1997 December 11th respecting the City's representatives on Harbour issues as follows:

- (a) That the City of Hamilton be represented by its Sub-Committee on Harbour issues, consisting of Mayor R. Morrow, Alderman C. Collins and Alderman B. Charters in all discussions with the Federal Government on the establishment of the Hamilton Port Authority.
- (b) That the Federal Minister of Transportation be requested to include the City's above named representative - Alderman B. Charters - immediately in all discussions and correspondence dealing with the transition and establishment, including but not limited to the draft Letters Patent.
- (c) That all local Members of Parliament be advised of the City's request.

In this regard, the Committee approved the following, and directed that the Secretary complete the Nomination to Port Authority Committee complete the nomination papers on the Committee's behalf and forward it to the Canada Marine Act Task Force:

That Alderman B. Charters be nominated as the City's nominee on the Port Authority Committee.

ADDED - ESTABLISHMENT OF A MILLENNIUM COMMITTEE

The Committee discussed the upcoming Millennium activities, and noted the need to establish a Millennium Committee consisting of City Council representatives, with the assistance of City staff. In this regard, the Committee approved the following:

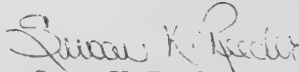
That a Millennium Committee be struck consisting of the Mayor, the Chairmen of the City's four Standing Committees, the Chairman of H.E.C.F.I. and with the assistance of the City's Special Events Advisory Team.

14. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,

ALDERMAN D. WILSON, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE


Susan K. Reeder
Secretary
1998 June 23

1998 June 30

Appendix "A" referred
to in Section 11 of
the SEVENTEENTH
Report of the Finance and
Administration
Committee for 1998

Special Events Guidelines
Standard Terms and Conditions

1. That insurance as deemed necessary in the amount of \$2 million, \$3 million or \$5 million Comprehensive General Liability Insurance for Property Damage, Bodily Injury and where applicable, to include, Participant Liability, Liquor Liability, garbage Liability, Non-Owner and Owned Automobile coverage, Watercraft, Tenant Legal Liability and any other deemed necessary and satisfactory to the City Solicitor, subject to cross-liability and severability provisions, naming the City as an additional insured.
2. That all requirements as identified by the Alcohol and Gaming Commission of Ontario are met; and,
3. That the Alcohol and Gaming Commission of Ontario be advised that the Hamilton City Council is aware of the listed events being held and deems these events to be community festivals of municipal significance to the City of Hamilton; and,
4. That in this regard, the City of Hamilton has no objections to the issuance of a special occasions permit for the events; and,
5. That alcoholic beverages be served in a confined area; and,
6. That organizers and their workers who are providing alcoholic beverages be encouraged to participate on a voluntary basis, in a "Server Intervention Training Program"; and,
7. That the event organizers enter into a License Agreement satisfactory to the City Solicitor; and,
8. That the applicant assume responsibility for all labour charges associated with the event (set-up, dismantling, clean-up, etc.); and,
9. That Special Duty Officers, as deemed necessary by the Hamilton-Wentworth Regional Police, be provided at the applicant's expenses; and,
10. That permission be granted to the event organizers to hold carnival/midway rides in the parks during their event; and,
11. That all event organizers use a qualified, licensed supervisor to light the fireworks display; and,
12. That all event organizers adhere to Fireworks By-law No. 90-198; and,
13. That a site map, specific to each event, be submitted sixty (60) days prior to the event; and,

1998 June 30

14. That the Public Works and Traffic Department's Street Vendors Program at Bayfront, Gage, and Dundurn Parks be allowed to remain open throughout the events; and,
15. That applications for a Special Event will be subject to the Terms and Conditions of the Special Events Guidelines, as amended.

1998 June 30

Appendix "B" referred
to in Section 12 of
the SEVENTEENTH
Report of the Finance and
Administration
Committee for 1998

Business and Lottery Licence Application Processing, Approval, and Issuance

Administration of the Lottery Licenses shall be by the City Clerk and administration for Business Licenses by the Building Commissioner.

Enforcement of the By-laws shall be carried out by By-law Enforcement Officers of the City. Licence Inspectors of the Building Department shall enforce business licences and Licence Inspectors of the City Clerk's Department shall enforce lottery licences. In accordance with the Police Services Act, Police Officers shall also enforce these by-law.

Provincial Lottery Licence forms shall be used for application purposes for lottery licences.

- Applications for a lottery, business, trade, or occupation shall be in writing.
- Applicants for Municipal Lottery Licenses shall use one of the following Provincial Lottery Forms: Bingo Lottery, Break Open Ticket Lottery, Raffle Lottery, and Bazaar Lottery.
- Applicants for business licenses shall pay a \$50 non-refundable processing fee for each new or transfer application for each class of business licence applied for.
- Applicants for garage business licenses shall pay a single \$50 fee only for one or more classes of garage licence.
- Applicants for a business licence shall pay the prescribed licence fee and upon approval shall be entitled to a licence for one year from the date of issuance unless otherwise specified in the schedule.
- Applicants for lottery licences shall be charged a 3% fee calculated on the total retail value of prizes to be given away.
- Once a business licence application has been completed, signed and fee paid, the Building Commissioner shall forward a copy of the licence application to the applicable departments specified in the schedule to request that an investigation or test be carried out. The nature of the investigation or test (for competency) will relate specifically to the proposed business, trade, or occupation applied for. The report shall be sent back to the Building Commissioner with the results of the inspection or test.
- The inspecting departments may include one or more of the following: Building, Fire, Health, Traffic, City Clerk, Hamilton-Wentworth Regional Police, or other departments as required by the licence schedule.

1998 June 30

- If the application is for the renewal of a licence which was valid in the preceding year, inspection reports may be waived and upon payment of the renewal fee the licence may be re-issued for a further year. In the case of a renewal of a lottery licence, the fee will be 3% of the total prizes to be given away.
 - Notwithstanding the applicable business licence fees, 1998 licence holders and applicants applying for new or transfer licenses shall be entitled until 1998 December 1 to a 10% reduction on their licence fees or \$15, whichever is less. This reduction shall be applied on a one time basis until 1998 December 1, following which the reduction will expire.
 - Applicants renewing 1998 business licences after 1999 January 1 are required to pay a \$25 re-instatement fee in addition to the annual licence fee.
 - Applicants must fully comply with the requirements of the schedule, prior to the licence application being considered for approval by the Building Commissioner or City Clerk.
 - Where there is no adverse departmental report and if the applicable character and/or driving record complies with the departmental policy standard approved by City Council on licence issuance, the Building Commissioner will approve and issue the licence.
 - The Building Commissioner may issue a conditional licence in accordance with the policy standard approved by City Council
 - When a lottery licence application complies with Provincial Law or Provincial Policy Manual, as well as the City By-law and the proceeds from the lottery will be used to benefit the community, the City Clerk will approve and issue the licence.
 - Business licences shall be issued for one year, unless otherwise specified in the by-law schedule. Licence application fees are refundable if the application is cancelled.
- The \$50 processing fee is non-refundable.
- The licensing by-laws shall be amended to include the regulations contained in Section 257. 1-7 of The Municipal Act including: power to licence any business; to define and separately licence classes of businesses; power to impose conditions on licence holders; power to restrict the hours of operation of a business; new inspection powers; power to impose special conditions on a business as a requirement of continuing to hold a licence; and power to set licence fees taking into account the cost of administration and enforcement. Licensing by-laws will expire the earlier of five years after they come into force or the day they are repealed.
 - Limitations to these powers include licensing decisions being open to judicial review based on the courts interpretation of the by-laws.

1998 June 30

- The term of a lottery licence shall not exceed one year. Lottery licence fees are refundable, subject to Provincial Law and City By-law, if the event(s) is cancelled, excepting a Raffle Lottery where sale of tickets have commenced.
- Applicants renewing business licences in subsequent years will be required to pay a \$25 re-instatement fee if the current year's licence is renewed after the expiry date of the licence.
- The Building Commissioner shall sign all business licence certificates. The mechanical reproduction of the signature is acceptable.
- The licence certificate, identification cards, or licence plates are the property of the City.
- Municipal lottery licence certificates are the property of the City.
- If investigation discloses any breach of the law or by-law or the applicant's character is not good according to the departmental policy standard approved by City Council on licence refusal, the Building Commissioner shall refuse to issue a business licence.
- If investigation discloses any breach of the law or by-law the City Clerk shall refuse to issue a lottery licence.
- The By-law requires that licensed premises are kept clean and orderly and licensed vehicles are to be maintained in a clean and safe manner, suitable for their intended purpose.
- All Licence Inspectors, other authorized inspectors, and Hamilton-Wentworth Police may inspect at all reasonable times.
- A fee of \$10 shall be charged for replacement of a lost licence certificate, a fee of \$5 for a replacement photo I.D. Card, and a fee of \$50 for a replacement licence plate.
- If a business licence application is for a renewal of a business licence held the previous year, a declaration respecting any change in the use of the business or nature of the business is required. The declaration shall also include a statement concerning no criminal convictions for those licences requiring character checks.

The Licensing Committee may suspend, revoke, or not renew a business or lottery licence:

- In accordance with Section 257.3 of The Municipal Act, or where the licensee has been convicted under the Provincial Offenses Act.

1998 June 30

- Any person who is refused a licence or renewal or has been notified of the intended recommendation to suspend or revoke a licence by either the City Clerk or Building Commissioner, may appeal in writing, setting out the grounds for appeal and shall be filed with the Secretary of the Licensing Committee within 30 days of such action being taken.
- The Licensing Committee shall convene a hearing after receipt of the appeal by the Secretary, and such hearing shall be held no later than sixty (60) days from the date of receipt of the appeal.
- The Licensing Committee shall hear all appeals.
- All decisions respecting hearings by the Licensing Committee where the application is issued, denied, suspended, revoked, or not renewed shall be reported to the Council.
- When the Licensing Committee has held a hearing and has refused to issue, transfer, or renew a licence or has suspended or revoked a licence and City Council has made a decision with respect to a recommendation of the Committee, any re-hearing with respect to that licence shall not be considered for one year from the date of the decision by City Council.
- A refund of part of the business licence fee proportionate to the unexpired portion of the year shall be made to a person that has his/her licence revoked.
- A refund of the portion of the lottery licence fee shall be paid for lottery events not yet conducted or held.
- Notice of the decision of City Council as to the refusal to issue or renew, suspend or revoke a licence shall be signed by the Secretary and sent by registered mail or delivered in person to the last known address of the licence holder. Upon such notification, the licence which has been suspended or revoked shall cease to be valid.
- Upon suspension or revocation of the licence, or if the business ceases to operate, the licence holder is required to return any licences, certificates, licence plates, stickers, and photo identification cards to the Building Commissioner or City Clerk.

1998 June 30

**Departmental Policy Standard
Character and Driving Record Criteria
For Conditional Issuance and Refusal
Of Mobile Licence Applications**

A	Refuse licence if 2 or more Criminal Code convictions within 2 years of the application date
B	Refuse licence if 3 or more Criminal Code convictions within 5 years of the application date
C	Refuse licence if convicted of a Criminal Code offence where the sentence imposed was 5 years or longer
D	Issue conditional licence for 1 year if convicted of 1 Criminal Code conviction within 5 years of application date
E	Refuse licence if 1 Criminal Negligence or Impaired Driving conviction within 1 year of application date
F	Refuse licence if 2 Criminal Negligence or Impaired Driving convictions (or 1 of each) between 1 and 4 year old from application date
G	Issue conditional licence for 1 year, if 1 Criminal Negligence or Impaired Driving conviction, between 1 and 4 years old from application date
H	Refuse licence if either 6 demerit points lost or 4 driving convictions within 1 year of application date
I	Issue conditional licence for 6 months if 3-5 demerit points lost or 3 driving convictions within 1 year of application date

Cab Driver
Cab Owner
Limousine Driver
Limousine Owner
Tow Truck Driver
Tow Truck Owner

A conditional licence issued as a result of a criminal record is for a 1 year period (licence holder must submit an updated criminal abstract at 6 months and at 1 year).

A conditional licence issued as a result of a driving record is for a 6 month period (licence holder must submit an updated driving record at the end of the 6 month period). At annual licence renewal, an updated driving record is required for all mobile "driver" licence holders

Notwithstanding the policy, the Building Commissioner may refuse an application for a licence above due to concerns of public safety being at risk. The licence applicant shall be informed of this decision in writing. It is a licence applicants right to appeal this decision to the Licensing Committee.

1998 June 30

**Departmental Policy Standard
Character Criteria
For Conditional Issuance and Refusal
Of Establishment Licence Applications**

A	Refuse licence if 2 or more Criminal Code convictions within 2 years of application date
B	Refuse licence if 3 or more criminal convictions within 5 years of the application date
C	Refuse licence if convicted of a criminal offence where the sentence imposed was 5 years or longer
D	Issue conditional licence for 1 year if convicted of 1 Criminal Code conviction within last 5 years

Adult Entertainment Parlour – Owner
Adult Entertainment Parlour – Operator
Adult Entertainment Parlour – Attendant
Body Rub Parlour – Owner
Body Rub Parlour – Operator
Body Rub Parlour – Attendant
Garage - B1 motor repair and body, B2 motor repair only, B3 body only
Precious Metal Dealer
Pawnbroker
Salvage Yard
Second Hand Shop

A conditional licence issued as a result of a criminal record is for a 1 year period (licence holder must submit an updated criminal abstract at 6 months and at 1 year).

Notwithstanding the policy, the Building Commissioner may refuse an application for a licence above due to concerns of public safety being at risk. The licence applicant shall be informed of this decision in writing. It is a licence applicants right to appeal this decision to the Licence Committee.

**CITY OF HAMILTON
- RECOMMENDATION -**

B. (i)

DATE: 1998 September 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Financing of Joint Emergency Preparedness Program
(JEPP) 1999

RECOMMENDATION:

That the gross cost of the Joint Emergency Preparedness 1999 Program in the amount of \$71,822 be funded from the Reserve for Contingency Centre CH0115 conditional on the approval of JEPP grant funds and that these anticipated grant funds of \$32,320 be credited to the Reserve noted above.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

There are sufficient funds within the identified reserve to finance the estimated net cost \$39,502. This funding source is consistent with the funding of the first year in 1997 of this three year project.

BACKGROUND:

City Council approved the submission of an application for JEPP funding as Section 61 of the Committee of the Whole recommendations at its meeting of September 8, 1998. The details of the project are outlined in the report of J.G. Pavelka, dated 1998, August 28.

This represents the second year of three years to test the Emergency Preparedness plan and to stock three emergency preparedness depots located at various Public Works Yards.

c.c. J. G. Pavelka, P.Eng.

Karl Muller, Executive Director, Canadian Centre for Emergency Preparedness

CITY OF HAMILTON
- RECOMMENDATION -

B. (ii)

DATE: 1998 September 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross,
Treasurer

SUBJECT: Hamilton Museum of Steam and Technology
Chimney Emergency Repairs, Funding Approval

RECOMMENDATION:

That the additional required funds of \$ 109,974 to perform the emergency repairs on the Chimney of the Hamilton Museum of Steam and Technology be financed from Risk Management-Various Facilities ,CF 709855041 (Available Funds \$110,000)

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Allan C. Ross

The Risk Management Capital Account was originally allocated to provide padding for the sideline signage in Ivor Wynne Stadium (\$90,000) and upgrading the lights in the Commonwealth Square (\$20,000). The selection of this funding source is based on a proposal provided by the Director of Culture and Recreation Department as the most appropriate potential funding source as the chimney deteriorated condition represents a much higher risk and greater potential liability. The Director of Culture and Recreation will reapply to include the delayed work in the 1999-2008 Capital Budget process.

BACKGROUND:

The Parks and Recreation Committee is considering a report, copy attached, to perform emergency repairs to the chimney of the Hamilton Museum of Steam and Technology.

In the course of construction of the Chimney of the Hamilton Museum of Steam and Technology the Consultant, staff and the contractor had access to the chimney, by way of a scaffolding system to further inspect the top of the Chimney. A technical report has been attached to the Parks and Recreation report which illustrates the poor condition and the urgency of repair. The condition of the chimney and the looseness of the bricks and other material constitute a safety hazard and stabilization measures are strongly recommended to commence immediately.

ACR/kb/hwk

c.c. P. Noé Johnson, City Solicitor
Allan C. Ross, Treasurer
Attention: Cecil Mascarenhas
Marilynn Havelka, Manager of Cultural Services
Attention: Ian Kerr-Wilson, Curator, HMST
Hoda Kayal, Senior Project Manager

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 September 14

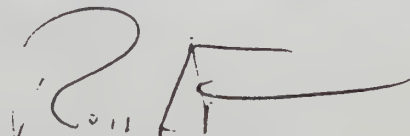
REPORT TO: Mr. Kevin C. Christenson, Secretary
Parks and Recreation Committee

FROM: Ross L. Fair
Director

SUBJECT: Hamilton Museum of Steam and Technology
Chimney Emergency Repairs, Funding Approval

RECOMMENDATION:

- (a) That Council endorse the actions of the Director of Culture and Recreation discussions in authorizing emergency repair work on the chimney, Museum of Steam and Technology on the basis of safety and costs; and
- (b) That approval be given to increase the Purchase Order number 35371 issued previously to 818185 Ontario Inc. O/A Robertson Restoration of Brantford, Ontario as the General Contractor by (\$ 130,974) One Hundred and Thirty One Thousand nine hundred and seventy Four Dollars plus (\$ 9,168) Nine Thousand and One Hundred and Sixty Eight Dollars in applicable GST, to undertake the emergency repair work for the chimney in the Hamilton Museum of Steam and Technology.
- (c) That the Purchase Order number 34016 issued to Edwin Rowse Architect Inc. be increased by (\$19,000) Nineteen Thousand Dollars plus (\$ 1,330) One Thousand Three Hundred and Thirty Three of applicable GST to reflect the additional fees due to the increase in the scope of work to complete the design, investigation and documentation of repair work; and,
- (d) That staff be authorized to approach the Federal Government (the Cost Share funding partner) to contribute to the additional funding requirements; and,
- (e) That the relevant contracts be amended by the City Solicitor to reflect the changes; and,
- (f) That the Treasurer be requested to recommend a source of funding for the shortfall of \$ 109,974.


R. L. Fair

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Direction to commence remedial works without Council approvals was undertaken as a result of receipt of a final consultant's report that indicated the deteriorated state of the upper portion of the 160 foot stack at the Museum. The report indicated that immediate action be taken to stabilize the chimney. Further, staff indicated to me that this remedial work would be necessary prior to commencement of planned work on the lower levels of the chimney. Delay in action would result in delay claims. Given the timing of Committee and Council meetings, I met with the City Manager as well as the Chairs of the Parks and Recreation and Finance and Administration Committee to review emergency status and with the City Treasurer to propose a funding scenario as discussed below.

The work is summarized as follows:

. Total Work Required	\$ 153,541
. Cash Allowances available in the contract for Chimney repair work	(\$ 11,500)
. Other scope modifications	(\$ 18,067)
. Contingency	\$ 7,000
. Sub Total (construction)	\$ 130,974
. Additional Consulting Fees	<u>\$ 19,000</u>
. Total	\$ 149,974
. Available funds in account	(\$ 40,000)
Additional required funds	\$ 109,974

While the additional funding required of \$ 109,974 will be recommended by the Treasurer, the Director of the Culture and Recreation Department is proposing, as a potential funding source, that the Risk Management Capital Account, which was originally allocated to provide padding for the sideline signage in Ivor Wynne Stadium (\$90,000) and upgrading the lights in the Commonwealth Square (\$20,000), be utilized to enable staff to complete the emergency repair work to the chimney as it represents much higher risk and liability to the public. Staff will resubmit to include the delayed work for consideration in the 1999-2008 Capital Budget process. Amounts required do not include GST. The project is an ITC project (GST exempt).

BACKGROUND:

1. City Council approved the Hamilton Museum of Steam and Technology Pumphouse Restoration in the 1992 capital funding submission as a part of the Cost Share Programme with Parks Canada, Department of Canadian Heritage.

In addition to the Cost Share project which includes the restoration of the 1859 historic buildings, the Chimney, the North and South Engines, and associated presentation. The Hamilton Museum of Steam and Technology is being modified to provide a fully accessible programme and exhibit space in the woodshed. Repairs and risk management issues, such as repointing failing steps, replacing a deteriorating concrete slab and removal of tripping hazards are being included in the project. With the approval of the new permanent heating system for the museum, which was approved in the capital Budget process for 1998, the mechanical work will also be coordinated within the overall project.

2. While there was anticipated conservation work to be conducted on the chimney, mainly repointing and minor repairs, close investigation of the upper portion of the chimney was not possible during the preparation of the original budget (1991) or the pre-tender process of the project due to the height (160 ft.) and the difficulty of reaching to conduct thorough inspection. The "Technical Report" appendix A attached, highlights the scope of work and the process which took place to further investigate the condition of the chimney top, during the tendering process and after commencing construction. The Technical Report also includes photographs illustrating clearly the poor condition and the urgency of repair.
3. The condition of the chimney and the looseness of the bricks and other material constitute a safety hazard and stabilization measures are strongly recommended to commence immediately. The Prime Consultant has investigated several approaches to remedy the condition, detailed in the attached "Technical Report" and recommended the most appropriate from both long term conservation and immediate stabilization required.
4. While the decision to commence the work immediately was based on the urgency of the repairs it must be noted that by undertaking the work now there is a cost saving as a result of the availability of the scaffolding system on site. In order to initiate the repair work at a later date, there will be an additional funding required in excess of \$30,000.

RLF/hwk

c.c. P. Noé Johnson, City Solicitor
Allan C. Ross, Treasurer
Attention: Cecil Mascarenhas
Marilynn Havelka, Manager of Cultural Services
Attention: Ian Kerr-Wilson, Curator, HMST
Hoda Kayal, Senior Project Manager
David Cowan, Manager, Outdoor Sports Facilities

C.

CORPORATION OF THE CITY OF HAMILTON

CITY CLERK'S OFFICE

TO: Kevin C. Christenson, Secretary
Parks and Recreation Committee

YOUR FILE:

Susan K. Reeder, Secretary ✓
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

OUR FILE:
PHONE: 546-2727

SUBJECT: (i) Licence Agreements
Hamilton and Rosedale Tennis Clubs

DATE: 1998 July 9

(ii) Rosedale Tennis Club - Utility Arrears

Attached is a copy of Sections 27 and 41 of the Recommendations Report which City Council at its meeting held 1998 July 7 were referred back to the Parks and Recreation Committee and Finance and Administration Committee respectively.



JJS/KCC/mjw

Attachments

c. Allan Ross
City Treasurer

Ross Fair
Director of Culture and Recreation

Sub-joined is a copy of Section 41 of the Recommendations Report which was referred back to the Finance and Administration Committee.

- "41. That an amount of \$11,900 representing utility arrears owing by the Rosedale Tennis Club from 1984 be written off and charged to Account No. CH 15401, Write Offs."

Sub-joined is a copy of Section 27 of the Recommendations Report which City Council at its meeting held 1998 July 7 referred back to the Parks and Recreation Committee.

- "27.(a) That approval be granted to the Director of Culture and Recreation to enter into Licence Agreements, in a form acceptable to the City Solicitor, with both the Hamilton Tennis Club and Rosedale Tennis Club; and,
- (b) That each Licence Agreement contain the following terms and conditions:
 - (i) Term commences 1998 August and terminates 2008 July 31
 - (ii) The Club shall pay the cost of the following services or items:
 - (1) Hydro electric power and natural gas
 - (2) Maintenance of tennis court surfaces
 - (3) Cleaning and caretaking of the clubhouse
 - (iii) The Club shall hold free tennis clinics for junior players
 - (iv) The Club should provide 235 hours of daytime tennis court time per year for use of schools or for use by the City for junior players; and,
- (c) That the City consents to the Rosedale Tennis Club entering into a sub-licence for the sole purpose of operating the facility during the winter tennis season; and,
- (d) That the City Solicitor be authorized and directed to prepare the necessary documents; and,
- (e) That the amount of \$11,900 representing utility costs owing by the Rosedale Tennis Club from 1984 be forgiven; and,
- (f) That the City take no further action to recover the \$100,000 owing under the leaseback arrangement for the "bubble" which was installed at the Rosedale Tennis Club; and,
- (g) That the Finance & Administration Committee be requested to recommend the method of financing the amounts forgiven for utility arrears and amounts owing under the loan/leaseback agreement."

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 June 29

JUN 30 1998

REPORT TO: J. J. Schatz, Secretary
Committee of the Whole

FROM: Allan C. Ross
Treasurer

SUBJECT: Rosedale Tennis Club (F&A)

RECOMMENDATION:

- 1) That an amount of \$ 11,900 representing utility arrears owing by the Rosedale Tennis Club from 1984 be written off and charged to Account CH 15401, Write Offs

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Allan C. Ross

BACKGROUND:

See attached report from the Director of Culture and Recreation.

DISCUSSION:

The Director of Culture and Recreation, in the separate report to the Parks and Recreation Committee has recommended that the utility arrears of \$ 11,900 be forgiven. This amount should therefore be written off. It has also been recommended that no further action be taken with respect to the recovery of the \$ 100,000 interest free loan to the Rosedale Tennis Club. Accordingly, the Reserve for Contingency will not receive the credit for the recovery of this loan which was to be made from the proposed leaseback arrangement.

TWD
Att

App'd by Committee.....
Referred back
App'd by Council..... 1998 July 7

c.c. R. Fair, Director of Culture and Recreation
P. Noé Johnson, City Solicitor

TREASURY	
JUN 29	
ROUTE	REMD
A.C.	
N.R.A.	
F.W.D.	
D.R.K.	
C.M.	
A.	

DATE: 1998 June 12

REPORT TO: Mr. J. J. Schatz, Secretary
Committee of the Whole

FROM: Ross L. Fair, Director
Department of Culture and Recreation

SUBJECT: Hamilton Tennis Club and Rosedale Tennis Club
Licence Agreement
Parks and Recreation Committee

RECOMMENDATION:

- (a) That approval be granted to the Director of Culture and Recreation to enter into Licence Agreements, in a form acceptable to the City Solicitor, with both the Hamilton Tennis Club and Rosedale Tennis Club; and,
- (b) That each Licence Agreement contain the following terms and conditions:
 - i) Term commences 1998 August and terminates 2008 July 31
 - ii) The Club shall pay the cost of the following services or items:
 - (1) Hydro electric power and natural gas
 - (2) Maintenance of tennis court surfaces
 - (3) Cleaning and caretaking of the clubhouse
 - iii) The Club shall hold free tennis clinics for junior players
 - iv) The Club should provide 235 hours of daytime tennis court time per year for use of schools or for use by the City for junior players; and,
- (c) That the City consents to the Rosedale Tennis Club entering into a sub-licence for the sole purpose of operating the facility during the winter tennis season; and,
- (d) That the City Solicitor be authorized and directed to prepare the necessary documents; and,

- (e) That the amount of \$11,900 representing utility costs owing by the Rosedale Tennis Club from 1984 be forgiven; and,
- (f) That the City take no further action to recover the \$100,000 owing under the leaseback arrangement for the "bubble" which was installed at the Rosedale Tennis Club; and,
- g) That the Finance & Administration Committee be requested to recommend the method of financing the amounts forgiven for utility arrears and amounts owing under the loan/leaseback agreement.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

That any other outstanding payments due to the City from each Club will be reconciled before finalizing the Agreement.

There is no impact on the current budget.

BACKGROUND:

HAMILTON TENNIS CLUB:

Between December 1992 and June 1994, a new clubhouse was constructed at the northerly end of the Hamilton Amateur Athletic Association Grounds located at 257 Duke St. at a cost of \$880,165. A contribution by the Hamilton Tennis Club financed \$75,000 of this amount.

The Hamilton Tennis Club is a non-profit tennis club providing tennis facilities for approximately 350 members including over 100 juniors. They have been in operation for over 60 years and are an integral part of the tennis scene in the Hamilton area. They provide their courts to both public and separate school systems at no cost.

To date, there has been no licence agreement between the Club and the City of Hamilton.

ROSEDALE TENNIS CLUB:

The Rosedale Tennis Club, the oldest club in Southern Ontario, founded in 1924, is a non-profit tennis club which has been serving the community for over almost 75 years. Rosedale, similar to the Hamilton Tennis Club, is operated by a volunteer executive elected by the Club membership. Membership is open to the public. A club manager is hired by the Club.

ROSEDALE TENNIS CLUB:

On October 1, 1981, the Rosedale Tennis Club was granted a lease to use City lands in Gage Park for a period of ten years. This included:

- Provision for the Club to erect a bubble.
- Payment of rent by the Club to the City in the amount of \$1.00 per year.
- Provision for payment of all utilities incurred as a result of the lease.

The interest free loan of \$100,000 which was comprised of \$80,000 for the purchase of the bubble and \$20,000 to cover the accounts payable for the Club was originally financed from the Reserve for Contingency. The amount of \$11,900 represents outstanding utility charges incurred by the club prior to the year 1984.

Payments have never been received by the City towards the \$100,000 interest free loan, the replacement of the bubble, nor the utility arrears of \$11,900 due to financial difficulties incurred by the Club over the years. The Club has continued to make payments of the annual utility costs with the exception of the 1996 costs for which the Club has requested a payment deferral until the fall of 1998.

City funds are no longer available to contribute to a new bubble and staff feel that a partnership between Rosedale and a private entrepreneur is the best available option. Accordingly, funds are no longer required by the City from the Club for the replacement of the existing bubble. In view of the above and the financial status of the Club, it is being recommended that the amounts owing for the utility arrears of \$11,900 be forgiven and that the City no longer pursue the collection of the amounts owing under the leaseback arrangement.

DC/am

c.c. P. Noé Johnson, City Solicitor
Allan C. Ross, Treasurer ✓

D.

CITY OF HAMILTON

-RECOMMENDATION-

DATE: 1998 September 14

REPORT TO: Alderman D. Wilson, Chairman & Members,
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary,
Finance and Administration Committee

SUBJECT: **Information Items**

RECOMMENDATION:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Information Report - City Solicitor - The Canada Marine Act - Hamilton Port Authority - report dated 1998 June 19
- (b) Information Report - Commissioner of Human Resources - Appointments to and Terminations from permanent positions with the Corporation of the City of Hamilton - report dated 1998 June 16th
- (c) Information Report - Commissioner of Public Works and Traffic - Replacement of Two (2) 72" Rotary Mowers, Units 0006 and 0101, One (1) Reciprocating Fairway Aerator, Unit 0218 and One (1) Three Wheel Utility Vehicle Unit 9424, Fleet Services - report dated 1998 June 19
- (d) Text of Submission presentation made by the Hamilton Status of Women Sub-Committee to the Finance and Administration Committee at its meeting held Tuesday, 1998 June 23rd re: request for the one year term to be increased to a 3 year term
- (e) Information Report - Treasurer - Announced Premium Holiday from OMERS - report dated 1998 June 26th
- (f) Correspondence forwarded by Alderman B. Charters - Minister of Transport - Port of Hamilton's Transition to Canada Port Authority Status - letter dated 1998 June 7th
- (g) Correspondence - Association of Municipalities of Ontario - Deadline for Nominations to the AMO Board of Directors - letter dated 1998 July 14th
- (h) Correspondence - Federation of Canadian Municipalities - FCM National Board of Directors Meeting - 1998 September 9 - 12 - Call for Resolutions

- (i) Conference Communique - Association of Municipalities of Ontario - 1998 July 2 issue
- (j) Correspondence - Association of Municipalities of Ontario - 1998 - 1999 A.M.O. Board of Directors Call for Nominations - 1998 June
- (k) Information Report - Treasurer - Sale of Tax Arrears Properties - report dated 1998 August 17th
- (l) Information Report - Chief Librarian, Hamilton Public Library - Establishment of a Permanent Endowment Fund - report dated 1998 July 22nd
- (m) Minutes of the Hamilton Status of Women Sub-Committee meeting held on Monday, 1998 June 1st
- (n) Correspondence - Regional Clerk - Resolution requesting the Federal Government to remove the imposition of the Goods and Services Tax on Services provided by GO Transit
- (o) Information Report - Treasurer - Status of Hosting, Receptions and Related Accounts as at 1998 July 31st - report dated 1998 August 19th
- (p) Information Report - Treasurer - Status of Unclassified Revenue and Expenditures as at 1998 July 31st - report dated 1998 August 13th
- (q) Correspondence - Director, Policy and Government Relations, A.M.O. - response to City's resolution respecting greater control over the operation , monitoring and enforcement of recycling and waste handling facilities.
- (r) Information Report - Commissioner of Human Resources - Appointments to and terminations from permanent positions with the Corporation of the City of Hamilton - report dated 1998 August 20th
- (s) Correspondence - Great Lakes United - follow up from the recent Great Lakes - St. Lawrence Mayors Conference - letter dated 1998 July 17th
- (t) Information Report - Treasurer - Bell Mobility - Employee Purchase Program - report dated 1998 August 31
- (u) Correspondence - Mayor, Toronto - Sulphur Content in Gasoline - report dated 1998 August 28th
- (v) Correspondence - The Premier of Ontario - acknowledgement of Council's recommendation regarding the Office of the Fire Marshal Implementation Report - letter dated 1998 August 31
- (w) Correspondence - Minister of Energy, Science and Technology - Bill 35, The Energy Competition Act - letter dated 1998 August 5th

- (x) Information Report - Director of Culture and Recreation - Information Systems - Uninterruptable Power Supply - Project Completion - report dated 1998 August 12th
- (y) Correspondence - Councillor Dick O'Brien, City of Toronto - Increased Court Costs for Parking Tag Operations - letter dated 1998 August 27th

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The above-noted documents have been sent out to members of the Committee and the applicable staff for information purposes, and are being formally presented to the Committee in order to be officially received. Approval of this recommendation to receive these documents will ensure that the circulation procedure followed for these matters is recorded.

CAY ON HBL A05
C51F31
1998



Urban/Municipal Librarian
Hamilton Public Library
2nd Floor

NOTICE OF MEETING

URBAN MUNICIPAL

FINANCE AND ADMINISTRATION COMMITTEE

OCT 5 1998

Tuesday, 1998 October 6th

1:30 o'clock p.m.

Room 233, City Hall

GOVERNMENT DOCUMENTS

Susan K. Reeder

Susan K. Reeder, Secretary

Finance and Administration Committee

AGENDA

1. CONSENT AGENDA

2. MAYOR ROBERT M. MORROW

Consideration of various 1998 General Grants referred to the Mayor's Office

3. GRANTS CO-ORDINATOR

Outstanding 1998 Capital Grants

4. CITY CLERK

(a) Declaration of Surplus Property/Sale - .3 metre Reserve, Meaford Drive

(b) Advance Funding Program – Ontario Lottery Corporation

5. OTHER BUSINESS

6. ADJOURNMENT

**CITY OF HAMILTON
- RECOMMENDATION -**

2.

DATE: 1998 October 1

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mayor R. M. Morrow

SUBJECT: Consideration of various 1998 General Grants referred to
the Mayor's Office

RECOMMENDATION:

- a) That the 1998 Grant recommendations with respect to the various outstanding 1998 General Grants which were referred to the Mayor's Office as summarized on the attached Exhibit 1 Budget be approved, and;
- b) That the recommended total grants in the amount of \$6,000 be funded from the 1998 unallocated general grant funds account CH 5a049 20016.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

There remains \$6,000 unallocated from the 1998 General Grants. The recommendation as presented would deplete the 1998 Grants budget.

BACKGROUND:

City Council at its meeting of April 16, 1998 considered and approved the 1998 General Grants. Within the recommendations were a number of Grant requests referred to staff and others including the Mayor's Office. Exhibit 1 summarizes those grants referred to this office which remain outstanding. After careful consideration, the recommendations are to fund some of the requests from the unallocated portion of the 1998 General Grants.

Attached is the material as presented to the Committee of the Whole when these grants were considered April 16, 1998.

c.c. Grants Process Group

1998 GENERAL GRANT REFERRALS

Exhibit 1

ITEM	NAME OF ORGANIZATION	1998 GRANT REQUEST	1998 GRANT RECOMM- ENDATION
1	<u>*Note 3 – Refer to the Mayor's Office</u> The Canadian Red Cross Society - Jazz Wine & Romance	\$5,000	0
2	The Hamilton Beach Preservation Committee - To assist in 175 th anniversary celebration	\$5,000	\$2,000
3	Hamilton Board of Education City-Wide Choir - To help defray operating costs	\$4,600	\$2,000
4	Serbian Folklore Ensemble "KOLO" - for general operating costs (Subject to F/S)	<u>\$7,500</u> <u>\$22,100</u>	<u>\$2,000</u> <u>\$6,000</u>
5	<u>*Note 4 – Refer to the Mayor's Office, Economic Development and Recreation Departments</u> Earth Day Hamilton - general operating	\$96,340	0
6	Hamilton Music Scene '98 - expenses	<u>\$174,134</u> <u>\$270,474</u>	0

*Notes refer to the recommendations of City Council with respect to the 1998 General Grants as approved by Council April 16, 1998.



1998 GENERAL GRANT SUMMARY FORM

①

APPLICANT: THE CANADIAN RED CROSS - "JAZZ WINE & ROMANCE '98"

Grant Type Specific Purpose

Grant Request: \$5,000.00

Operating Budget: \$

Area of Service (#4) Local

Request as % of Budget %

Organization Structure/Objectives

Our mission is to help people deal with situations that threaten:

Their survival and safety;

Their security and well-being;

Their human dignity;

In Canada and around the world

Participation (5.1) Paid Members 10 (5.2) Subscribers 150 (5.3) Volunteers 372

Profile (5.4) Avg. Vol. Hrs. 32,939 (5.5) Avg. Audience (5.6) Annual Tot. Aud.

Purpose of Requested Funds:

With the proposed grant of \$5,000 The City of Hamilton would sponsor a special event which takes places on Sunday, February 8, 1998 at The duMaurier Centre (Theatre Aquarius), or the 199 event.

The event is to focus on local culture (Ontario wine, jazz artists, local chefs, restaurants and fund raiser for Red Cross Services.

The funds granted will be used to subsidize costs of presenting the event such as Theatre rental and cost of musicians. By covering event costs with corporate/granting funders, the revenues generated through ticket sales can be directly applied to providing essential community services. The City of Hamilton would be recognized in the event program along with other local corporate sponsors.

Other Funding Sources: ☒

Previous City Funding: No

From Where: Conditional: No

1997 - \$

United Way

1996 - \$

Regional Funding

1995 - \$

Hamilton Foundation, Service Clubs

1994 - \$

PROJECTIONS

Self-Supporting

Consequence of no funding:

The lack of grant money will reduce the overall revenues raised from this event, which will allow less funding of new programs and services. The Red Cross will also not have the benefit of this partnership to help raise the profile of this cultural event.

Estimated Request 1999 - \$ 5,000.00

2000 - \$5,000.00

2001 - \$

Financial Statements/Comments:

Additional Comments:

Non-compliance with policy – does not meet general criteria – funds to be used for heal and social services programs.

The Canadian Red Cross Society
La Société canadienne de la Croix-Rouge
400 King Street East
Hamilton, Ontario
Canada L8N 1C3
Telephone (905) 522-8485
Fax (905) 522-2826
Hamilton Branch



January 29, 1998

D. Kevin Beattie, Grants Coordinator
Treasury Department
71 Main Street West,
Hamilton, Ontario L8P 4Y5

Dear Kevin:

Please accept the attached 2 Grant Applications on behalf of the Hamilton Branch of the Canadian Red Cross.

You will notice we are applying for a grant to support an event ("Jazz, Wine & Romance '98) that takes place on February 8, 1998. This application was planned with the original deadline of January 5th in mind which was a more fitting timeline. It is still possible to support the event to help increase revenues, however if the timing for the 1998 event is not suitable, please consider a grant to support the 1999 Jazz, Wine & Romance.

We are also submitting an application to improve the safety and quality of coaching in minor sports in Hamilton.

If you have any questions, please contact either one of us at 522-6885. Thank you for your consideration.

Sincerely,

Joan Savoie, Coordinator
Safety Services

Karen Viersen, Coordinator
Fundraising & Communications



1998 February 1

1998 GENERAL GRANT SUMMARY FORM

②

APPLICANT: THE HAMILTON BEACH PRESERVATION COMMITTEE

Grant Type Specific Purpose

Grant Request: \$5,000.00

Operating Budget: \$

Area of Service (#4) Local

Request as % of Budget %

Organization Structure/Objectives

We are a community organization, working with the community to ensure the well being of the environmental, cultural viability.

Participation (5.1) Paid Members

(5.2) Subscribers

(5.3) Volunteers varies

Profile (5.4) Avg. Vol. Hrs.

(5.5) Avg. Audience 20

(5.6) Annual Tot. Aud.

Purpose of Requested Funds:

We are requesting this grant to assist us to celebrate our 175th anniversary as a community in 1999.

Other Funding Sources: ☐

Previous City Funding: No

From Where: Conditional: No

1997 - \$

1996 - \$

1995 - \$

1994 - \$

PROJECTIONS

Self-Supporting Yes

Consequence of no funding:

None

Estimated Request 1999 - \$

2000 - \$

2001 - \$

Financial Statements/Comments:

Incomplete - no financial information on statement of Revenues and Expenditures.

Additional Comments:

First Time Applicant.



Hamilton Beach Preservation Committee Inc

2.1

c/o 924 Beach Blvd.
Hamilton Ont.
L8H6Z4

D. Kevin Beatty,
Grants Co-Ordinator,
Treasury Dept.
71 Main St. W.
Hamilton Ont. L8P4Y5

Dear Sir:

As stated previously, by the Hamilton Beach Preservation Committee, we requested a grant in the sum of five thousand dollars \$5000.00. to put towards the proposed celebration of our 175th anniversary as a community.

The benefits to the city are such as-the preservation of an established community, plus the available recreational parcel of the Van Wagners Beach area.

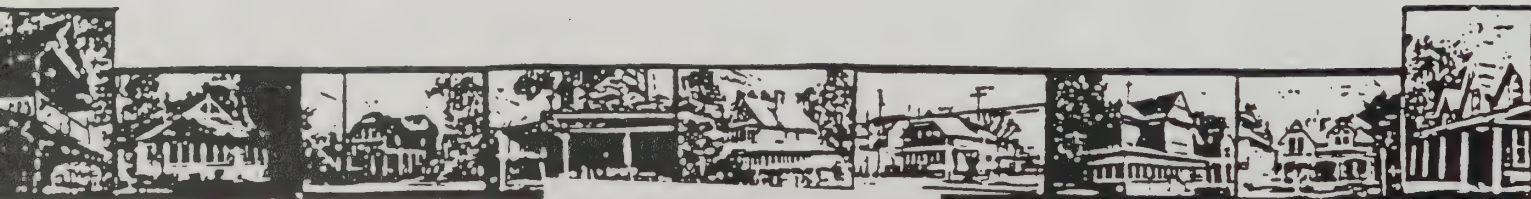
Other sources of funding includes-sponsors for certain events.

No funding at all would put the "kybosh" on some of our plans, such as, A fireworks display-a band for a dance etc. With reduced funding, we could implement some alternatives.

Seeing as how this is a "one time only event" we have no financial position, hence the application for a general grant.

Yours Very Truly

Gwen Hall
Secretary.



1998 GENERAL GRANT SUMMARY FORM

3.

APPLICANT: HAMILTON BOARD OF ED CITY-WIDE CHOIR

Grant Type Operating/Specific Purpose

Grant Request: \$1,600.00 Operating
\$3,000.00 One Time

Operating Budget: \$8,000.00

Area of Service (#4) Local

Request as % of Budget 20%

Organization Structure/Objectives

To provide the opportunity to refine vocal talents, broaden musical exposure, building self confidence, self discipline and team work towards the common goal of choral excellence at public performances.

Participation (5.1) Paid Members 1 (5.2) Subscribers n/a (5.3) Volunteers 30
Profile (5.4) Avg. Vol. Hrs. 4-700 (5.5) Avg. Audience 300-400 (5.6) Annual Tot. Aud.

Purpose of Requested Funds:

In the past we have received partial funding from the Brd. We have been led to believe that this will either be discontinued or at the very least cut significantly. We have been pursuing fundraising dollars ever since we were notified of this. We also in the past have had access to a computer through one of our volunteers. It has assisted us greatly in both our fundraising endeavors and the daily administering of our Choir (newsletters to parents, information and permission slips for the Choristers, etc.) and we will be losing access to that as well.

Specifically the funds would be used to purchase music, transportation costs and the accompanist under operating the the purchase of a computer and printer under one-time-specific purpose.

Other Funding Sources: ☐

Previous City Funding: No

From Where: Conditional:

1997 - \$

1996 - \$

1995 - \$

1994 - \$

PROJECTIONS

Self-Supporting

Consequence of no funding:

We will have to carry on trying to find other funding or we will be limited in how many performances we will be able to provide for the community.

Estimated Request 1999 - \$

2000 - \$

2001 - \$

Financial Statements/Comments:

Additional Comments:

First Time Applicant



3.1

March 31, 1998

The Corporation of the City of Hamilton
Grants Co-ordinator
Treasury Department, City Hall
71 Main St W
Hamilton, Ontario L8P 4Y5

Celebrating
10 Years
1987-1997

Attention: D. Kevin Beattie

Hello:

The Hamilton Board of Education's City-Wide Choir, which offers after school choral training to Hamilton Public School students from grades four on, invites your participation in our campaign to raise money for our 1998-1999 season -first for Continuing General Activities (1,500) and secondly for a one-time request for a Computer and Printer(3,000-based on two verbal quotes)

As you are probably aware, Funds in the Education system have been greatly reduced and even the bare expenses (music, accompanist, transportation to concerts) must be covered by **Fundraising**. We must consider and prepare for the possibility that we will receive no Funding in the future! If we cannot raise the Funds, it will severely limit the opportunities we can afford our Choristers as well as the performances we can provide for the community

About our Choir:

The City-Wide Choir (CWC) is comprised of 45 students from over 25 Hamilton Schools. *The choir is open to all Public School children who are willing to audition and commit to weekly practices at the Board of Education Building. Financial eligibility is not a criteria for this Choir.* Founded in 1987 under the skillful direction of Linda Bosela, a music teacher for the Hamilton Brd, who volunteers her time to give these children the opportunity to refine their vocal talents, broaden their musical exposure and build self-confidence, self-discipline and team work towards the common goal of choral excellence at public performances. While they receive many benefits from their participation in CWC, they have also contributed greatly to our community. Among their accomplishments- entertaining residents of St. Peter's, Macassa Lodge and Salvation Army, performing at fund-raising concerts for CAP, the Mother's Day Telethon, ONtv and the Remembrance Day services at Gore Park as well as in annual concerts with Symphony Hamilton. **Late last year, they performed for the Sports Council Dinner and at the Mayor's Inauguration and Christmas Party.**

When they can raise the funds to attend competitions, they consistently win awards in the Youth Choir category. A copy of their concert history is attached for your perusal. In May of this year they will be going to Halifax to attend a Convention of their peers as the only representatives of Hamilton and only one of 4 Children's choirs Canada-Wide to be invited through taped audition! Through Fundraising and limited Corporate Sponsorship, we have been able to raise three-quarters of the Funds required to enable every child to attend.

As you can imagine, it has been a long Haul to raise the funds required. One of the things we learned is that Public Awareness is required if we are to continue to successfully approach them for Funds. Unfortunately, we will lose the access to a Computer that we have enjoyed in the past to assist us with this task in the coming season and must consider acquiring one specifically for the purpose of Fundraising. (including the preparation of Concert material)

Further questions can be addressed by contacting *Sue Wilson at 385-7535 or 527-3505(P.M.)*

Sincerely,

Sue Wilson
Fundraising Committee
CITY-WIDE CHOIR

**CITY
WIDE
CHOIR**

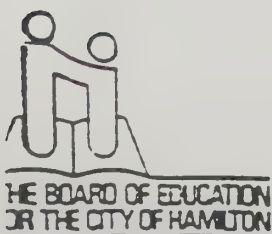
5 Erindale Ave.
Hamilton, Ontario
L8K 4R2
Phone
(905) 549-4233
Fax
(905) 634-1322

Music Director

Linda Bosela

Accompanist

Paul Grimwood



a member of



1998 February 1

4

1998 GENERAL GRANT SUMMARY FORM**APPLICANT: SERBIAN FOLKLORE ENSEMBLE "KOLO"**

Grant Type Operating

Grant Request: \$7,500.00

Operating Budget: \$47,994.00

Area of Service (#4) Local

Request as % of Budget 15.6%

Organization Structure/Objectives

As indicated in our constitution and by-laws (Appendix A), a main objective of our organization is to instill a true spirit of Serbian folklore, language, song and dance, in the membership and its audience. An important objective is to represent our church and our community at all local and international multicultural events whenever possible. This shall be done through either a dance performance or other means of presentation of our Serbian cultural activities, folk art and traditions from the past and present times, emphasizing their effects and contributions to the general development of Canada's Folk Art.

Participation (5.1) Paid Members 0 (5.2) Subscribers 0 (5.3) Volunteers 28

Profile (5.4) Avg. Vol. Hrs. 180 per (5.5) Avg. Audience 300 (5.6) Annual Tot. Aud. 8,000

Purpose of Requested Funds:

The requested grant funds are to be used for general operating costs, for the main purpose of refurbishing and purchasing costumes. Because of natural wear and tear of authentic pieces (many were made during the early 1970's), and a marked increase in membership, it is imperative that we receive assistance. Calling on local tailors and community members to restore and construct pieces requiring extensive handiwork and detail for the organization, is a process we go through approximately every 10 years. Until this year, our organization was able to resolve all the necessary costs. A grant from the City of Hamilton would help greatly in offsetting these costs.

Other Funding Sources: ☒

Previous City Funding: No

From Where: Conditional: No

1997 - \$

Donations received during concert

1996 - \$

1995 - \$

1994 - \$

PROJECTIONS

Self-Supporting

Consequence of no funding:

If no funding was received, the organization's ability to continue operating at its present level would be seriously impeded. Because the quality and quantity of costume pieces would continue to diminish; our repertoire to perform and total number of appearances would parallel this decrease.

Estimated Request 1999 - \$ 5,000.00

2000 - \$5,000.00

2001 - \$5,000.00

Financial Statements/Comments:

- Incomplete - statement of revenues and expenditures requires clarification

Additional Comments:

- First Time Applicant

1998 GENERAL GRANT SUMMARY FORM

APPLICANT: EARTH DAY																																			
Grant Type Operating/Capital																																			
Grant Request: \$96,340, Operating, \$50,000 Capital		Operating Budget: \$172,240																																	
Area of Service (#4) Local		Request as % of Budget 84.9%																																	
Organization Structure/Objectives To improve the state of the environment by motivating and helping individuals to take positive environmental action. To build the momentum to allow the City of Hamilton to lead the nation in celebration of Earth Day 2000. To improve the environmental image of Hamilton. To provide residents direct access to community based environmental groups. To highlight the inter-relationship of social, economic, health and environmental issues. To provide an opportunity for all educational institutions, community based environmental groups, local business and all levels of government to share ideas leading to solutions. To promote Vision 2020: The Sustainable Community.																																			
Participation (5.1) Paid Members (5.2) Subscribers (5.3) Volunteers 20 Profile (5.4) Avg. Vol. Hrs. 1,000 (5.5) Avg. Audience 5,000 (5.6) Annual Tot. Aud. Thousands																																			
Purpose of Requested Funds: Capital request - \$50,000 - tents. The cost of purchasing tents is the same as renting for one day. Since we will use these tents year after year it is much more economical to purchase them once.																																			
Operating Request: <table border="0" style="width: 100%;"> <tr> <td>Coordinator Salary</td> <td>\$15,000</td> <td>Advertising</td> <td>\$20,000</td> </tr> <tr> <td>Student Transportation</td> <td>30,000</td> <td>Awards, Incentives</td> <td>4,000</td> </tr> <tr> <td>Seedlings</td> <td>5,500</td> <td>Keynote Speaker</td> <td>3,000</td> </tr> <tr> <td>Distribution Charges</td> <td>5,000</td> <td>Printing</td> <td>3,000</td> </tr> <tr> <td>Electrical Contractor</td> <td>3,000</td> <td>Portable Washrooms</td> <td>1,500</td> </tr> <tr> <td>Postage</td> <td>1,200</td> <td>Telephone</td> <td>1,000</td> </tr> <tr> <td>Photography</td> <td>500</td> <td>Office Supplies</td> <td>500</td> </tr> <tr> <td>Miscellaneous (Financial Audit)</td> <td>1,000</td> <td>Other (see budget)</td> <td>2,140</td> </tr> </table>				Coordinator Salary	\$15,000	Advertising	\$20,000	Student Transportation	30,000	Awards, Incentives	4,000	Seedlings	5,500	Keynote Speaker	3,000	Distribution Charges	5,000	Printing	3,000	Electrical Contractor	3,000	Portable Washrooms	1,500	Postage	1,200	Telephone	1,000	Photography	500	Office Supplies	500	Miscellaneous (Financial Audit)	1,000	Other (see budget)	2,140
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Photography	500	Office Supplies	500																																
Miscellaneous (Financial Audit)	1,000	Other (see budget)	2,140																																
Other Funding Sources: <input checked="" type="checkbox"/>		Previous City Funding:																																	
From Where: Conditional: No		1997 - \$																																	
Hamilton Foundation, Canada Trust		1996 - \$																																	
United Way, Kiwanis		1995 - \$																																	
Rotary		1994 - \$																																	
PROJECTIONS		Self-Supporting																																	
Consequence of no funding: If the City of Hamilton is not willing to support an initiative that benefits all residents how can we expect the business community to support our initiative.																																			
Estimated Request 1999 - \$		2000 - \$																																	
2001 - \$																																			
Financial Statements/Comments:																																			
Additional Comments: - First Time Applicant																																			

Earth Day Hamilton
17 Head Street
Hamilton, Ontario L8R 1P8

January 5th, 1998

Mr. D. Kevin Beattie
Grants Coordinator
Treasury Department, City Hall
71 Main Street West
Hamilton, Ontario L8P 4Y5



Dear Mr. Beattie:

Twenty-seven years ago the United Nations recognized the importance of promoting environmental awareness and declared April 22nd as Earth Day. Today, more than 200 million participants make Earth Day the world's largest environmental awareness campaign. In Canada, Earth Day has grown into Earth Week due to its overwhelming popularity.

Earth Day Canada is a registered national, non-profit organization. "Improving the state of the environment by motivating and helping individuals to take positive environmental action" represents the Earth Day mission statement. Accredited Earth Day Coordinators throughout Canada work to achieve Earth Day goals within their local communities.

Earth Day Hamilton was formed one year ago to serve local residents. More than 5000 area students joined Canadian astronaut, LCol Chris Hadfield, Regional Chairman Terry Cooke, Mayor Robert Morrow and residents of the City of Hamilton in celebration of Earth Day. An Earth Walk leading to an Eco-Festival at Hamilton's Bayfront Park proved to be the highlight of the week. Representatives of local businesses, non-profit organizations, community based environmental groups, government and educational institutions embraced the opportunity to increase environmental awareness.

The International Earth Day Committee is planning an unprecedented environmental celebration for the year 2000. The City of Hamilton can be elevated to lead our nation in celebration of Earth Day 2000. Immediate financial support from The City of Hamilton will allow Earth Day Hamilton to generate the momentum to achieve the leadership role. We are seeking a grant \$146,340 of which \$50,000 is designated for capital expenditures to provide protection (tents) from weather conditions during the spring. Please evaluate this request for funding based on the opportunity it brings to all beneficiaries including individuals, community based groups and the City of Hamilton. A promotional video is included to illustrate the success of Earth Day 1997.

Sincerely,

A handwritten signature in black ink, appearing to read 'LP', is written over the signature line.

Larry Pomerantz
Earth Day Hamilton Coordinator

Executive Grant Summary

5.2

Applicant: Earth Day Hamilton (905) 525-5577

Grant Requested: \$146,340

Objective: To elevate the environmental profile of The City of Hamilton in order to lead Canada in celebration of Earth Day 2000.

Immediate Goal: To host Earth Day 1998 through which we will continue to build the momentum required to lead Canada in celebration of Earth Day 2000.

Background: April 22nd was designated as Earth Day by the United Nations 27 years ago. Today, 200 million participants make Earth Day the worlds largest environmental awareness campaign. Earth Day Canada is a registered national charitable organization. "To improve the state of the environment by motivating and helping individuals to take positive environmental action" represents the Earth Day mission statement. Earth Day Hamilton operates under the umbrella of Earth Day Canada to serve local residents. 5000 students joined Canadian Astronaut, LCol Hadfield, local elected representatives, community based environmental groups, businesses, government and the general public at Bayfront Park in celebration of Earth Day 1997.

Purpose of Grant: Student transportation. Protection (tents) from springtime elements. Coordinator's salary. Seedlings, incentives and awards for students. Keynote speaker's fee. Advertising. General operating costs. Please see detailed budget.

Additional Information: A promotional video containing sights and sounds of Earth Day 1997 has been included with this application. Our event takes place on April 22nd, PLEASE GIVE THIS APPLICATION YOUR IMMEDIATE ATTENTION!

1998 GENERAL GRANT SUMMARY FORM**APPLICANT: HAMILTON MUSIC SCENE '98**

Grant Type Operating

Grant Request: \$174,134.00

Operating Budget: \$424,841.00

Area of Service (#4) International

Request as % of Budget 40.9%

Organization Structure/Objectives

Incorporate as September Seventh Entertainment Limited – not currently registered as a non-profit organization.

To entertain Hamiltonians through music, to connect Hamiltonians to the music industry and to connect the music industry to Hamiltonians - while increasing awareness of, and appreciation for the Hamilton region's diverse musical culture.

Participation (5.1) Paid Members 105 (5.2) Subscribers 300 (5.3) Volunteers 103
 Profile (5.4) Avg. Vol. Hrs. 824 (5.5) Avg. Audience 500 (5.6) Annual Tot. Aud. 5,000

Purpose of Requested Funds:

Expenses

Other Funding Sources: ☒

Previous City Funding: No

From Where: Conditional: Yes

1997 - \$

Factor

1996 - \$

Labatt Brewery

1995 - \$

1994 - \$

PROJECTIONS

Self-Supporting

Consequence of no funding:

Hamilton Music Scene will cease to exist without the support of the City of Hamilton.

Estimated Request 1999 - \$ 175,000.00

2000 - \$

2001 - \$

Financial Statements/Comments:

- Financial Statements indicate significant financial deficit.

Additional Comments:

First Time Applicant

- Non-compliance with policy – organization is not a non-profit organization

CITY OF HAMILTON
- INFORMATION -

3.

DATE: 1998 September 29

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: D. Kevin Beattie
Grants Co-ordinator

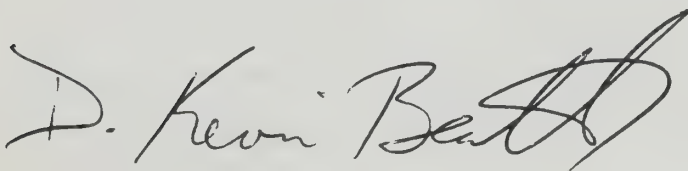
SUBJECT: Outstanding 1998 Capital Grant Requests

BACKGROUND:

At the Committee of the Whole and subsequent City Council meeting of April 16, 1998, consideration was given to the 1998 General Grants. Consistent with prior years, Capital Grant requests were tabled until such time as funds became available through the closure of various City Capital Programs.

Appendix A attached, summarizes the requests and locates relevant background material. This material is based on the original submissions and updated where indicated.

Funding for any of these 1998 Capital Grants would have to be financed from the Reserve for Capital Projects, noting that in 1998, to date there has been approximately \$220,000 returned to this reserve by closing out various Capital Projects.



c.c. Mayor R.M. Morrow
Grants Process Group

**THE CORPORATION OF THE CITY OF HAMILTON
1998 CAPITAL GRANT SUBMISSIONS**

Appendix A

Item No. (1)	Name of the Organization (2)	1998 Approved Grant (3)	1998 Requested (4)	1997 Grant (5)
1	Assoziazione Nazionale Combattentie Reduci		\$5,000	\$1,000*
2	Earth Day Hamilton		\$50,000	
3	Hamilton All Star Jazz Bands		\$6,000	\$4,000*
4	Hamilton Association for Community Living		\$9,950	
5	Hamilton Victoria Club		<u>\$9,900</u>	\$5,000
			<u>\$80,850</u>	<u>(capital)</u>
				<u>\$10,000</u>
	*Indicates a General Grant.			

1998 GENERAL GRANT SUMMARY FORM

①

APPLICANT: ASSOCIAZINE NAZIONALE COMBATTENTI E REDUCI

Grant Type Operating

Grant Request: \$5,000.00

Operating Budget: \$25,000.00

Area of Service (#4) Local

Request as % of Budget 20%

Organization Structure/Objectives

- Celebrating historic events
- Receiving dignitaries to our City and Region.e.g. Military attaches attached to the Italian Embassy in Ottawa e.g. General S.A. Mario Aprino-Chief of Staff of the Military Forces of Italy (part of command of Dessert Storm)
- Provides and facilitates a venue for many of the war veteran and members to have a meeting place in which to enjoy each others company and maintain this camaraderie.

Participation (5.1) Paid Members 160 (5.2) Subscribers 0 (5.3) Volunteers 8
 Profile (5.4) Avg. Vol. Hrs. 72 (5.5) Avg. Audience 90 (5.6) Annual Tot. Aud. 1000

Purpose of Requested Funds:

- To assist in continued renovations to our club
- To receive any visiting dignitaries.
- Reception for Italian Generals (Generals Mario Alpino, Alfio Pagano, Giuseppe Fasciani).
- To receive people coming from Italy to Hamilton.

Other Funding Sources: ☐

Previous City Funding: Yes

From Where: Conditional: Yes

1997 - \$1,000.00

1996 - \$980.00

1995 - \$

1994 - \$

PROJECTIONS

Self-Supporting

Consequence of no funding:

- Closure of the Club

Estimated Request 1999 - \$5,000.00

2000 - \$5,000.00

2001 - \$5,000.00

Financial Statements/Comments:

Additional Comments:

ASSOCIAZIONE NAZIONALE COMBATTENTI E REDUCI

Eretta in Ente morale con R.D. 24 Giugno 1923 N.1371

Sezione di Hamilton

781 BARTON STREET EAST - HAMILTON, ONTARIO (CANADA) L8L 3A9

SEDE PROPRIA

Tel.: (905) 548-6677

Hamilton,



1.1

1998 CITY OF HAMILTON GENERAL GRANT APPLICATION

In accordance with your request, we would like to provide you with the information requested.

i) AMOUNT

We would like to confirm the amount of grant request to be \$5,000.

ii) PURPOSE

The purpose of the requested funds are to assist in continuing renovations to our club, to improve the facility and thereby increase it's effectiveness and usefulness.

iii) BENEFITS

The Associazione Nazionale Combattenti e Reduci not only provides an organization for veterans to meet and socialize but, in addition, it has brought recognition to our City. Because of our organization, there have been many distinguished visitors, both from within Canada and from foreign shores. In particular, there was a delegation of in excess of 200 people who gathered in Hamilton for an international conference; specifically, 50 of this delegation spent 12 days in our City. At the present time, there are other delegations and groups who are planning trips to Canada from Italy and again, because of our organization the itinerary will include Hamilton.

iv) ALTERNATIVE SOURCES

Should the grant by The City of Hamilton not be approved, there are no other available sources to our organization, other than the ones we are already using. We have made submissions to both the Federal and Provincial governments but to date we have not received a positive response.

ASSOCIAZIONE NAZIONALE COMBATTENTI E REDUCI

Eretta in Ente morale con R.D. 24 Giugno 1923 N.1371

Sezione di Hamilton

781 BARTON STREET EAST - HAMILTON, ONTARIO (CANADA) L8L 3A9

SEDE PROPRIA



Tel.: (905) 548-6677

Hamilton,

v) IMPLICATIONS

If there is no funding from the City, then more than likely, we will be forced to close our Club and as a consequence, it puts the whole viability of the organization in question.

vi) FINANCIAL POSITION

Attached please find a copy of the financial statements for the year ended December 31, 1997. Please note that a formal budget has not been included as it would not provide any more meaningful information. Projected results for 1998 should approximate 1997 actual results.

APPLICANT: EARTH DAY

Grant Type Operating/Capital

Grant Request: \$96,340, Operating,
\$50,000 Capital

Operating Budget: \$172,240

Area of Service (#4) Local

Request as % of Budget 84.9%

Organization Structure/Objectives

To improve the state of the environment by motivating and helping individuals to take positive environmental action. To build the momentum to allow the City of Hamilton to lead the nation in celebration of Earth Day 2000. To improve the environmental image of Hamilton. To provide residents direct access to community based environmental groups. To highlight the inter-relationship of social, economic, health and environmental issues. To provide an opportunity for all educational institutions, community based environmental groups, local business and all levels of government to share ideas leading to solutions. To promote Vision 2020: The Sustainable Community.

Participation (5.1) Paid Members (5.2) Subscribers (5.3) Volunteers 20

Profile (5.4) Avg. Vol. Hrs. 1,000 (5.5) Avg. Audience 5,000 (5.6) Annual Tot. Aud. Thousands

Purpose of Requested Funds:

Capital request - \$50,000 - tents. The cost of purchasing tents is the same as renting for one day. Since we will use these tents year after year it is much more economical to purchase them once.

Operating Request:

Coordinator Salary	\$15,000	Advertising	\$20,000
Student Transportation	30,000	Awards, Incentives	4,000
Seedlings	5,500	Keynote Speaker	3,000
Distribution Charges	5,000	Printing	3,000
Electrical Contractor	3,000	Portable Washrooms	1,500
Postage	1,200	Telephone	1,000
Photography	500	Office Supplies	500
Miscellaneous (Financial Audit)	1,000	Other (see budget)	2,140

Other Funding Sources: ☒

Previous City Funding:

From Where: Conditional: No

1997 - \$

Hamilton Foundation, Canada Trust

1996 - \$

United Way, Kiwanis

1995 - \$

Rotary

1994 - \$

PROJECTIONS

Self-Supporting

Consequence of no funding:

If the City of Hamilton is not willing to support an initiative that benefits all residents how can we expect the business community to support our initiative.

Estimated Request 1999 - \$

2000 - \$

2001 - \$

Financial Statements/Comments:

Additional Comments:

- First Time Applicant

Earth Day Hamilton
17 Head Street
Hamilton, Ontario L8R 1P8

January 5th, 1998

Mr. D. Kevin Beattie
Grants Coordinator
Treasury Department, City Hall
71 Main Street West
Hamilton, Ontario L8P 4Y5



2.1

Dear Mr. Beattie:

Twenty-seven years ago the United Nations recognized the importance of promoting environmental awareness and declared April 22nd as Earth Day. Today, more than 200 million participants make Earth Day the world's largest environmental awareness campaign. In Canada, Earth Day has grown into Earth Week due to its overwhelming popularity.

Earth Day Canada is a registered national, non-profit organization. "Improving the state of the environment by motivating and helping individuals to take positive environmental action" represents the Earth Day mission statement. Accredited Earth Day Coordinators throughout Canada work to achieve Earth Day goals within their local communities.

Earth Day Hamilton was formed one year ago to serve local residents. More than 5000 area students joined Canadian astronaut, LCol Chris Hadfield, Regional Chairman Terry Cooke, Mayor Robert Morrow and residents of the City of Hamilton in celebration of Earth Day. An Earth Walk leading to an Eco-Festival at Hamilton's Bayfront Park proved to be the highlight of the week. Representatives of local businesses, non-profit organizations, community based environmental groups, government and educational institutions embraced the opportunity to increase environmental awareness.

The International Earth Day Committee is planning an unprecedented environmental celebration for the year 2000. The City of Hamilton can be elevated to lead our nation in celebration of Earth Day 2000. Immediate financial support from The City of Hamilton will allow Earth Day Hamilton to generate the momentum to achieve the leadership role. We are seeking a grant \$146,340 of which \$50,000 is designated for capital expenditures to provide protection (tents) from weather conditions during the spring. Please evaluate this request for funding based on the opportunity it brings to all beneficiaries including individuals, community based groups and the City of Hamilton. A promotional video is included to illustrate the success of Earth Day 1997.

Sincerely,

A handwritten signature in black ink, appearing to read "LP" or "L. Pomerantz".

Larry Pomerantz
Earth Day Hamilton Coordinator

Executive Grant Summary

Applicant: Earth Day Hamilton (905) 525-5577

2.2

Grant Requested: \$146,340

Objective: To elevate the environmental profile of The City of Hamilton in order to lead Canada in celebration of Earth Day 2000.

Immediate Goal: To host Earth Day 1998 through which we will continue to build the momentum required to lead Canada in celebration of Earth Day 2000.

Background: April 22nd was designated as Earth Day by the United Nations 27 years ago. Today, 200 million participants make Earth Day the worlds largest environmental awareness campaign. Earth Day Canada is a registered national charitable organization. "To improve the state of the environment by motivating and helping individuals to take positive environmental action" represents the Earth Day mission statement. Earth Day Hamilton operates under the umbrella of Earth Day Canada to serve local residents. 5000 students joined Canadian Astronaut, LCol Hadfield, local elected representatives, community based environmental groups, businesses, government and the general public at Bayfront Park in celebration of Earth Day 1997.

Purpose of Grant: Student transportation. Protection (tents) from springtime elements. Coordinator's salary. Seedlings, incentives and awards for students. Keynote speaker's fee. Advertising. General operating costs. Please see detailed budget.

Additional Information: A promotional video containing sights and sounds of Earth Day 1997 has been included with this application. Our event takes place on April 22nd, PLEASE GIVE THIS APPLICATION YOUR IMMEDIATE ATTENTION!

1998 February 1

1998 GENERAL GRANT SUMMARY FORM

3

APPLICANT: HAMILTON ALL STAR JAZZ BAND INC.

Grant Type Operating

Grant Request: \$6,000.00

Operating Budget: \$42,200.00

Area of Service (#4) National

Request as % of Budget 14.3%

Organization Structure/Objectives

To provide an outlet for outstanding Hamilton area student musicians to share their talent with others who possess similar interest and ability and to showcase Hamilton's young people on the world stage. To bring pride and recognition to Hamilton.

Participation (5.1) Paid Members (5.2) Subscribers (5.3) Volunteers 70+
 Profile (5.4) Avg. Vol. Hrs. 250+ (5.5) Avg. Audience 1,000's (5.6) Annual Tot. Aud. 1,000's

Purpose of Requested Funds:

Capital - music

uniforms

equipment

Operating - repairs

maintenance

insurance

fees

advertising

recording

Other Funding Sources: ☒

Previous City Funding: Yes

From Where: Conditional: No

1997 - \$4,000.00

Hamilton Foundation

1996 - \$4,000.00

Willahome Foundation

1995 - \$4,000.00

1994 - \$4,000.00

PROJECTIONS

Self-Supporting

Consequence of no funding:

- Delay purchase of equipment or music
- Ask band members to pay fees
- Further fund raising

Estimated Request 1999 - \$ 6,000.00

2000 - \$6,000.00

2001 - \$6,000.00

Financial Statements/Comments:**Additional Comments:**



Artistic Director - RUSS WEIL
32 Thornwood Drive, Ancaster, Ontario L9G 1A4
(905) 648-9539

3,1

03 25 98

D. K. Beattie
Grants Co-ordinator
Treasury Department
71 Main St. W.
Hamilton, ON

Dear Mr. Beattie,

In response to your letter asking for written confirmation of our grant request, I submit the following:

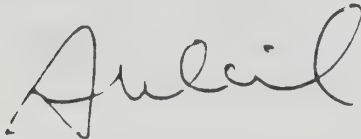
- 1) The amount of the request is \$6,000.00
- 2) The purpose of the request is described as operating and capital. More specifically, the funds will be used to purchase music for the bands, uniforms for new members, operating expenses such as insurance and maintenance for existing equipment and continued upgrading and renewal of sound equipment.
- 3) The Hamilton All Star Jazz Band(s) continue to bring national and international recognition to the City of Hamilton by showcasing outstanding young Hamilton musical talent at high profile venues. Examples include the **Hamilton All Star Jazz Band's** "sold out" performance of "Billie and Basie" and their recent appearance at the International Association of Jazz Educators conference in New York City; the **Hamilton Senior Jazz Band's** upcoming performance at the TRI-C Jazz Festival in Cleveland, Ohio; the **Hamilton Junior Jazz Band's** recent "GOLD" award for excellence at the Niagara Regional Musicfest Canada competition. There are, of course, many performances in and around Hamilton by these groups that help to raise funds for charities, entertain local and visiting dignitaries and showcase Hamilton's young talent.
- 4) Since each band runs independently (under the umbrella and artistic direction of the Hamilton All Star Jazz Band), each is charged with handling its own finances. We do, however, share equipment, music, sound systems etc. where necessary to provide an overall program for young musicians aged 11 to 25. The bulk of our fund raising comes from our own performances and ticket sales or fees charged to organizations for our services. Other sources of funding would include appeals to service clubs or corporations for specific projects such as travel expenses for trips to competitions and festivals. When this occurs, the bands also increase their performances to help defray these costs.

5) The implications of reduced or no funding are that each band would have to increase its efforts to fund raise through other sources to cover a greater proportion of operating and capital expenses. This ultimately means less time spent on artistic endeavours and more time spent on raising money.

6) Our current financial position(Hamilton All Star Jazz Band) is outlined in our complete financial statement that was filed with the application. If more detail is required, I would be happy to provide it.

All three bands operate as non-profit. No fees are paid to anyone, including the conductors. The Hamilton All Star Jazz Bands are administered by a Board of Directors who are volunteers.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Russ Weil".

Russ Weil
Artistic Director

1998 GENERAL GRANT SUMMARY FORM

4

APPLICANT: HAMILTON ASSOCIATION FOR COMMUNITY LIVING

Grant Type Specific Purpose

Grant Request: \$9,950.00

Operating Budget: \$

Area of Service (#4) Local

Request as % of Budget %

Organization Structure/Objectives

That all persons live in a state of dignity, share in all elements of living in their community and have equal opportunity to participate effectively.

Participation (5.1) Paid Members 370	(5.2) Subscribers	(5.3) Volunteers 200
Profile (5.4) Avg. Vol. Hrs. 8,600	(5.5) Avg. Audience	(5.6) Annual Tot. Aud.

Purpose of Requested Funds:

The purpose of this request is to cover costs associated with developing and implementing Phase II which includes Leadership Training thereby allowing Volunteers to become Leisure Facilitators. Community Education and Advertising Components of a pilot project called "Community Connections". "Community Connections" reflects our continued commitment to see individuals with disabilities connected to and interacting within their communities.

Other Funding Sources: ☒

Previous City Funding:

From Where: Conditional:

1997 - \$

Summer Career Placements

1996 - \$

1995 - \$

1994 - \$33,922.00

PROJECTIONS

Self-Supporting

Consequence of no funding:

A similar proposal has been sent to the Trillium Foundation to fund staff wages for a one year contract position to work as a Community Liaison to implement this project. The person chosen for this position will be hired by the Hamilton Association for Community Living and work closely with, and report to the Community Leisure Support Services of Hamilton committee.

If the City denies this funding, it will affect our ability to fully implement this project adequately. As well, the Trillium Foundation needs to see other funding partners in support of the project, or they may reject the proposal altogether.

Estimated Request	1999 - \$ 9,950.00	2000 - \$9,950.00	2001 - \$9,950.00
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Financial Statements/Comments:

Additional Comments:



Hamilton Association for Community Living

191 York Blvd.
Hamilton, Ontario L8R 1Y6

Telephone 528-0281
Fax 528-5156

4.1

D. Kevin Beattie
Grants Co-ordinator,
Treasury Department,
71 Main Street West
Hamilton, Ontario
L8P 4Y5

April 2nd, 1998

Dear Mr. Beattie and The Committee of the Whole,

Each year we apply for a General Grant from the City of Hamilton and although our projects have been different each year, the purpose has always remained the same. The purpose being: To support individuals who have developmental disabilities in pursuing their leisure interests so that they can make friends, find their sense of purpose and belonging and ultimately contribute back to the community.

We have requested a total amount of \$9950.00 this year in order to organize a project which, by all standards will be far more sustainable and successful than anything we've experienced in the past. This project is called "**Community Connections**". **Community Connections** has obtained the support of the member agencies of Community Leisure Support Services of Hamilton (CLSSH), a committee comprising a cross section of community service providers and agencies supporting people with disabilities. (Please see attached brochure)

The Outcomes of this project will be:

- a) An office set up within Mohawk College
- b) Active Recruitment of community members
- c) Leisure Facilitator (volunteer) Training Workshops
- d) Community Education & Readiness Workshops and
- e) The ultimate end of seeing Active Participation in the community by individuals who have a disability adequately supported by community members.

The Hamilton Association for Community Living supports 900 individuals who have a developmental disability. Our contributions to the City of Hamilton have been in direct service to its' citizens who have been affected by any number of issues regarding a family member with a



(4.2)

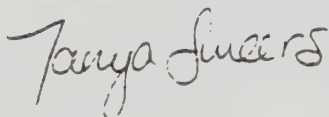
developmental disability. To the community as a whole, we have established many, many partnerships with local businesses, contributing to their economic viability while providing meaningful work and experience for people who have been labelled developmentally disabled. As well, we play a vital role as Educators to the Hamilton community on disability issues which encourages a positive perception of fellow neighbours who may have differing qualities and gifts.

We have approached the Trillium Foundation to fund for a Coordinator Position to carry out the tasks and achieve the Outcomes outlined above. We have also considered a Fee for Service Model which may only help to cover some of the smaller mailing costs. We are also in the midst of proposing to Mohawk College that because we are a non-profit organization whose presence in the College will benefit the students' practical work experience, that they may consider forgoing the charge of Office Space Rental. In this case, the request from the City of Hamilton would reduce to \$3950.00.

If we received reduced funding or did not receive funding at all for "Community Connections" we would still continue to do what little advertising we could through our own means, however the frequency and quality would definitely be reduced. Obviously the more intense our volunteer recruitment is, the better it is for people with disabilities. Having a central location to set up office space such as Mohawk College makes our efforts highly visible in the community and easily accessible. Community can only be built by the participation of its' citizens. We feel the municipality has a responsibility to encourage and support the participation of its' citizens. In the case of reduced funding, it would make it much more difficult to gain the credibility needed to have this project recognized as a quality, community wide effort which will benefit Hamilton as a whole. Please take the time to consider the many, many lives that will be enriched by this endeavour. Thank you.

Our current financial position is such that we are not able to provide the extra funds needed to initiate this pilot project. Please see Financial Statements enclosed with the original application.

Sincerely,



Tanya Sweers
Coordinator, Community Resources - HACL
Chairperson, CLSSH

1998 February 1

1998 GENERAL GRANT SUMMARY FORM

5

APPLICANT: HAMILTON VICTORIA CLUB

Grant Type Capital

Grant Request: \$9,900.00

Operating Budget: \$

Area of Service (#4) Local

Request as % of Budget

Organization Structure/Objectives

To provide the social and sport aspects of the great game of curling. We have attempted to keep membership costs reasonable so that our services can be available and affordable to a large percentage of our population.

Participation (5.1) Paid Members 232 (5.2) Subscribers N/A (5.3) Volunteers 70
 Profile (5.4) Avg. Vol. Hrs. 2,000 (5.5) Avg. Audience 100 (5.6) Annual Tot. Aud. 5,000

Purpose of Requested Funds:

An Emissary ceiling is to be installed at a cost of \$13,000.00. This installation includes an ice probe that regulates the ice consistently making it to a required coldness. The ceiling will cover all exposed beams making them less prone to sweating. The insulation effect of this ceiling will give a warmer place to curl. Up to a 20% saving on electricity will be made since we can turn our lights the length of the ice thus using a fewer number.

Other Funding Sources: ☐

Previous City Funding: Yes

From Where: Conditional:

1997 - \$5,000.00 (capital)

1996 - \$5,000.00 (capital)

1995 - \$9,900.00 (capital)

1994 - \$

PROJECTIONS

Self-Supporting

Consequence of no funding:

We would be in danger of having to cease operating unless temporary funding can be available to cover the high cost of building and machinery repairs. Our financial mortgage position precludes any more borrowing on our assets.

Estimated Request 1999 - \$ 9,900.00

2000 - \$9,900.00

2001 - \$9,900.00

Financial Statements/Comments:

Additional Comments:

CITY OF HAMILTON
- RECOMMENDATION -

4. (a.)

DATE: 1998 September 23

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Declaration of Surplus Property/Sale
- .3 metre Reserve, Meaford Drive

RECOMMENDATION:

- (a) (i) That the .3 metre reserve abutting the easterly limit of Meaford Drive, be declared surplus to the requirements of the City of Hamilton in accordance with the Real Property Sales Procedural By-law No. 95-049; and,
- (ii) That the Real Estate Division be authorized and directed to sell the .3 metre reserve in accordance with the Real Property Sales Procedural By-law No. 95-049; and,
- (b) (i) That an Offer to Purchase the one foot reserve abutting the easterly limit of Meaford Drive for the price of \$2, executed by Sabatino Manganiello, on 1998 September 16, be accepted. This .3 metre (one foot) more or less, reserve, being more specifically described as Parts 2 and 5 on Reference Plan 62R-14585, said transaction scheduled to close on 1998 November 20. Funds derived from this sale be credited to Account No. CH 4X501 00102 (Reserve for Property Purchases(Sales));
- (ii) That the City Clerk be authorized and directed to execute and issue a Certificate of Compliance in the form prescribed pursuant to Section 193 of the Municipal Act incorporating the following:
 - (1) satisfactory notice has been given to the public of the intended sale;

- (2) no appraisal of the fair market value of the real property intended to be sold has been obtained as .3 metre reserves are exempt from appraisal requirements of Section 193 of the Municipal Act;
- (iii) That the Mayor and city Clerk be authorized to execute any and all documents and/or notices required by applicable legislation in a form satisfactory to the City Solicitor; and,

D. J. Schatz

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Where the City has determined that a property is available for sale (or other disposition), the Real Property Sales Procedural By-law 95-049 states that a Council resolution shall also be passed to formally declare the property surplus to municipal requirements.

The sum of \$2 for the sale of this .3 metre reserve be credited to Account No. CH 4X501 00102 (Reserve for Property Purchases(Sales)).

BACKGROUND:

In 1962 the City of Hamilton purchased land in order to establish Meaford Drive from Mohawk Road East to Windrush Crescent. The City purchased the property with a width of 68 feet with the road allowance being established at 66 feet. Subsequently, a one foot reserve was set up using the excess lands on the east and west of Meaford Drive in order to recover land costs and servicing costs as the City paid for the underground services along with the above ground services for Meaford Drive.

The one foot reserve on the west side of Meaford was sold in May of 1962 following the payment of the outstanding servicing costs and the cost for 1/2 the land required for the road.

Recently the property located at 560 Mohawk Road East was the subject of a land severance application for the creation of two single family residential lots. One facing onto Mohawk Road East and the other lot onto Windrush Crescent. As part of the severance application the applicant was required to pay the costs associated with the one foot reserve on the east side of Meaford Drive and purchase the said reserve for incorporation into the abutting lots.

Consequently, we have been advised by the Regional Environment Department that all the outstanding costs associated with this reserve have been paid in full and therefore respectfully recommend the subject sale.

In compliance with the Real Property Sales Procedural By-law No. 95-049, I am reporting to your Committee:

- (a) Council in approving recommendation (a) of this report, has declared the subject .3 metre reserve surplus to the requirements of the City;
- (b) that in accordance with the approved Method of Notice to the Public in Real Property Procedural By-law No. 95-049, satisfactory notice has been given to the public of the intended sale of the subject .3 metre reserve;
- (c) no appraisal of fair market value of the real property being sold was obtained as .3 metre reserves are exempt from the appraisal requirements of Section 193 of the Municipal act.

KN/nw

c.c. Alderman Terry Anderson, Alderman, Ward 7

Alderman B. Kelly, Alderman, Ward 7

P. Noé Johnson, City Solicitor

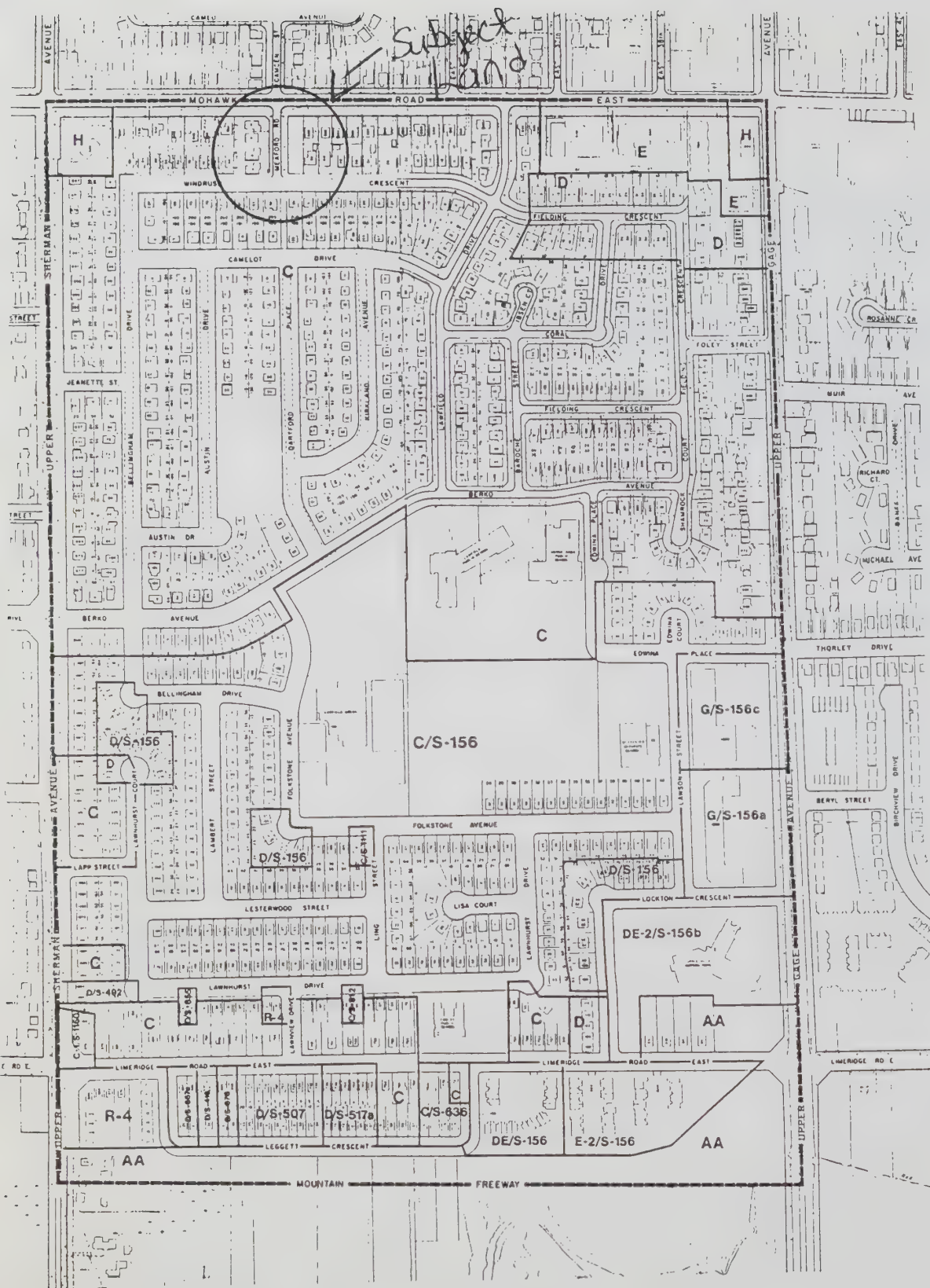
Attention: J. Davidson

A. Ross, Treasurer

K. M. Lau, Manager of Surveys, Roads Division

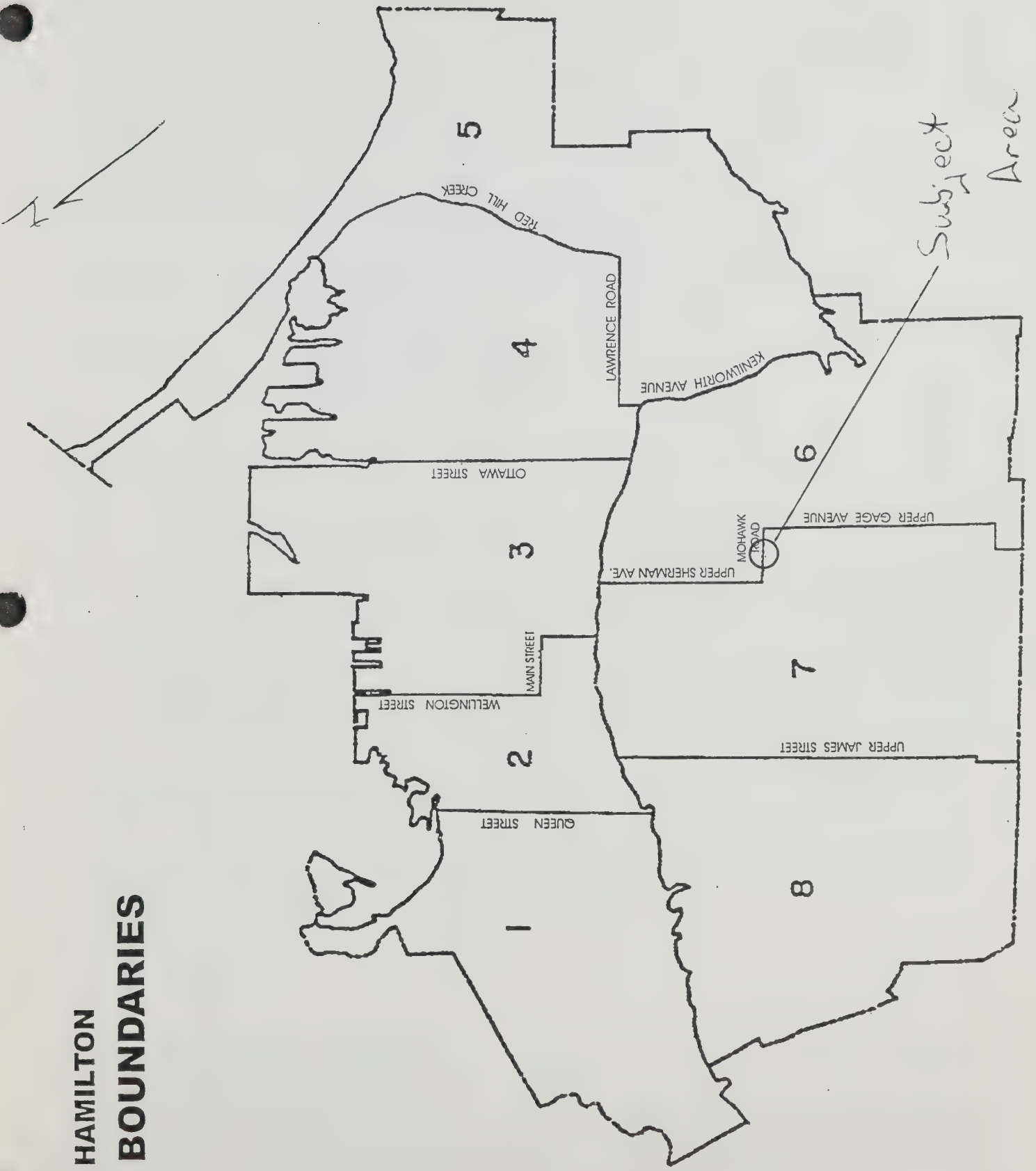
E. Chajka, Manager of Development, Development Division, Regional Environment Department

Attention: P. Strong



<table border="1"> <tr> <td>18</td> <td>98</td> <td>61</td> </tr> <tr> <td>130</td> <td>96</td> <td>11</td> </tr> <tr> <td>118</td> <td>112</td> <td>110</td> </tr> </table> <p>This is not a Legal Document For Zoning Verification Please Contact City Building Department.</p>	18	98	61	130	96	11	118	112	110	<p>CITY OF HAMILTON</p> <p>LAWFIELD</p> <p>ZONING</p>
18	98	61								
130	96	11								
118	112	110								
<p>--- Neighbourhood Boundary</p> <p>--- Zoning Boundary</p> <p>Prepared for The City of Hamilton by the Planning and Development Department of The Regional Municipality of Hamilton - Wentworth</p>	<p>0 100m</p> <p>SCALE 80m</p> <p>NORTH</p> <p>PLANNING UNIT NO. 7204</p> <p>PAGE NO. 96</p>									

**CITY OF HAMILTON
WARD BOUNDARIES**



CITY OF HAMILTON
- RECOMMENDATION -

4. (b.)

DATE: 1998 September 16

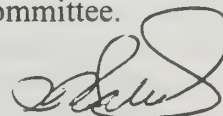
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Advance Funding Program
Ontario Lottery Corporation

RECOMMENDATION:

- a) That a Review Group be established to review all applications received for funding under the Advance Funding Program of the Ontario Lottery Corporation.
- b) That a deadline of 1998 October 30 be established and advertised for the receipt of applications for funding under the Advance Funding Program.
- c) That the Review Group review all applications received for funding under the Advance Funding Program and prepare the roster of charities and the level of funding each one should receive, for submission to the Finance and Administration Committee.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The City of Hamilton's share of the Advance Funding Program administered by the Ontario Lottery Corporation is \$1,190,613. The City of Hamilton does not receive this funding but does recommend its distribution to Hamilton charities to the Ontario Lottery Corporation.

BACKGROUND:

On June 24, 1998, the President of the Ontario Lottery Corporation forwarded a letter to the Heads of all Municipal Councils in the Province announcing the details of the **Advance Funding Program**. This letter advised that the Province is making up to \$40 million in interim financing available in fiscal 1998/1999 for distribution to charities by the Ontario Lottery Corporation. Each municipality has been allocated a per capita share of the advance funds to allocate to local charities based on local priorities. The City of Hamilton's share is **\$1,190,613.00**.

The Ontario Lottery Corporation sent a letter to all charities in the Province of Ontario who conducted Monte Carlo events between the period of January 1, 1996 and March 31, 1998. This letter advised the charities to apply to their municipality for inclusion on the roster of charities who will receive a share of the advance funding. Each municipality is responsible for completing this roster and first priority placement on the roster must be given to those charities that held Monte Carlo events during the period referenced above. The Ontario Lottery Corporation will verify this placement upon receipt of all documentation, which is to accompany the roster.

In developing the roster, municipalities are to also recommend the share of the advance funding allocation each charity is to receive. The Province did not set a deadline by which applications must be submitted to the municipality. The letter to the charities only said to submit them "as soon as possible". The program ends March 31, 1999.

We contacted the Ontario Lottery Corporation and they have advised us that a municipality may set its own deadline for the receipt of applications. It is desirable that we set a deadline to avoid having to hold back a portion of the advance funding in the event we were to receive applications closer to the end of the program.

In discussing this program with staff, the following is one method that may be followed for processing the applications received for advance funding:

1. Appoint Committee to determine process and review applications.
2. Set a deadline of for receipt of applications.
3. Advertise this deadline in the local media.
4. Review all applications received by the deadline and separate those applications received from charities who ran Monte Carlo events between January 1, 1996 and March 31, 1998.
5. Determine the amount of funds each charity received in 1997 from Monte Carlo events.
6. Recommend an advance funding amount for these charities equal to the amount they raised from their Monte Carlo events in 1997.
7. Review the balance of the applications received from charities that did not formally conduct Monte Carlo events and based on the financial information they provide, determine the charities financial position.
8. Determine an appropriate funding level for each of these charities based on their level of need using the information gained from the financial statements.

To date, we have received 47 applications. We are currently receiving applications at the rate of three or four per week. 34 Hamilton charities formally conducted Monte Carlo events and 18 of the 47 applications received represent these charities.

For the information of the Members of the Finance and Administration Committee, we have received a letter from the Chief Executive Officer of the United Way, offering the services of the United Way staff in assisting the City of Hamilton in developing a manageable and efficient application process and mechanisms for distributing the funds being made available under the Advance Funding Program.

We have also received a letter from an individual volunteering her services to sit on a Review Group, if one is established. She sites extensive experience in Monte Carlo events and in charitable lottery activities in general.

If a Review Group is established, it may also wish to avail itself of the services of the City of Hamilton Staff Grants Process Group if one still exists under the amalgamated structure. That group is currently comprised of the Chief Administrative Officer, City Treasurer, Director of Culture and Recreation, Arts Co-Ordinator, Culture and Recreation Department and Kevin Beattie, Treasury Department.

The following are the guidelines that have been set for municipalities to follow when determining whether to recommend advance funding of organizations.

GUIDELINES

Organizations that conducted Monte Carlo events during the period from January 1, 1996 to March 31, 1998

In order to minimize the impact on charities that have made financial commitments based on the funds they raised through roving Monte Carlo events, municipalities should ensure that these organizations are given priority for advance funding. To facilitate the priority requirement, the applicant organization must provide its GIN# and evidence of conducting a Monte Carlo event during the period from January 1, 1996 to March 31, 1998.

Size and budgetary needs of the organization

Access to the advance funding should be allocated based on the budgetary needs of the organization. Municipalities should review the budgets of each applicant organization to evaluate the funds required by the organization to provide charitable services against funds from other sources. Groups, which justify a definite, need for advance funding should take precedence over those with operating surpluses. Copies of the current financial statements and current and previous years' budgets must be supplied with the first application for advance funding to assist in making this determination.

Services provided to the community

Municipalities may base decisions on the benefit the services of the organization provide to the community when deciding whether to grant access to advance funding.

.cc A. Ross, City Treasurer
 K. Beattie, Secretary, Grants Process Group

CONSENT AGENDA

FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1998 October 6th

1:30 o'clock p.m.

Room 233, City Hall

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

Minutes of the regular meeting held on Tuesday, 1998 September 22nd

B. TREASURER

(i) Financing of Landscape Upgrades and Repairs to Aviary Space - Dundurn Castle

(ii) Financing of Removal of Fill placed on City-owned lands adjacent to 359 Hixon Road

C. DIRECTOR OF INFORMATION SYSTEMS

(i) Replacement (used) Mainframe Laser Printer

(ii) Extension to Computer Leasing Agreement with IBM Canada Limited

D. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

Information Items

Tuesday, 1998 September 22
1:30 o'clock p.m.
Room 233, City Hall

The Finance and Administration Committee met.

Present: Alderman D. Wilson, Chairman
Alderman D. O'Sullivan, Vice-Chairman
Robert M. Morrow
Alderman D. Haining
Alderman A. Horwath
Alderman B. Charters
Alderman B. Kelly
Alderman C. Collins

A.

Regrets: Alderman M. Caplan - Religious Observation

Also Present: Alderman R. Corsini
Alderman M. Kiss
A. Ross, Treasurer
J. Schatz, City Clerk
Fire Chief W. Shoemaker
P. Lampman, Building Department
R. Fair, Director of Culture and Recreation
P. Noé Johnson, City Solicitor
M. Watson, Real Estate
Susan K. Reeder, Secretary

A G E N D A

1. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda, and approved the following:

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

The Committee was in receipt of the minutes of the Joint meeting of the Finance and Administration Committee and the Regional Finance and Administrative Services Committee held on Tuesday, 1998 June 16th, and the minutes of the Finance and Administration Committee meeting held on Tuesday, 1998 June 23rd.

The Committee approved these minutes as circulated.

B. TREASURER

(i) Financing of Joint Emergency Preparedness Program (JEPP) 1999

The Committee was in receipt of a report from the Treasurer dated 1998 September 15, respecting the above noted matter.

The Committee approved the following:

That as referred to in Section 61 of the Recommendations Report approved by City Council on 1998 September 8, the gross cost of the Joint Emergency Preparedness 1999 Program in the amount of \$71,822 be funded from the Reserve for Contingency Centre CH0115 conditional on the approval of JEPP grant funds and that these anticipated grant funds of \$32,320 be credited to the Reserve noted above.

(ii) Financing - Hamilton Museum of Steam and Technology - Chimney
Emergency Repairs

The Committee was in receipt of a report from the Treasurer dated 1998 September 15, respecting the above noted matter, and approved the following:

That as referred to in Section 6 of the Ninth Report for 1998 of the Parks and Recreation Committee, the additional required funds of \$109,974 to perform the emergency repairs on the chimney of the Hamilton Museum of Steam and Technology be financed from Risk Management-VariouS Facilities, CF 709855041 (Available Funds \$110,000).

C. REFERRALS BACK FROM CITY COUNCIL - Financing - Utility Arrears -
Rosedale Tennis Club

The Committee was in receipt of a memorandum from the City Clerk dated 1998 July 9, respecting the above noted matter.

It was noted that this issue had been referred to the Director of Culture and Recreation by the Parks and Recreation Committee, and in recognition of this referral, the Committee agreed to also refer the funding component of this issue to the Director of Culture and Recreation.

D. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE - Information
Items

The Committee was in receipt of a report from the Secretary of the Finance and Administration Committee dated 1998 September 14, respecting Information Items.

The Committee approved the following:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Information Report - City Solicitor - The Canada Marine Act - Hamilton Port Authority -report dated 1998 June 19
- (b) Information Report - Commissioner of Human Resources - Appointments to and Terminations from permanent positions with the Corporation of the City of Hamilton - report dated 1998 June 16th
- (c) Information Report - Commissioner of Public Works and Traffic - Replacement of Two (2) 72" Rotary Mowers, Units 0006 and 0101, One (1) Reciprocating Fairway Aerator, Unit 0218 and One (1) Three Wheel Utility Vehicle Unit 9424, Fleet Services - report dated 1998 June 19
- (d) Text of Submission presentation made by the Hamilton Status of Women Sub-Committee to the Finance and Administration Committee at its meeting held Tuesday, 1998 June 23rd re: request for the one year term to be increased to a 3 year term
- (e) Information Report - Treasurer - Announced Premium Holiday from OMERS - report dated 1998 June 26th
- (f) Correspondence forwarded by Alderman B. Charters - Minister of Transport - Port of Hamilton's Transition to Canada Port Authority Status - letter dated 1998 June 7th
- (g) Correspondence - Association of Municipalities of Ontario - Deadline for Nominations to the AMO Board of Directors - letter dated 1998 July 14th

- (h) Correspondence - Federation of Canadian Municipalities - FCM National Board of Directors Meeting - 1998 September 9 - 12 - Call for Resolutions
- (i) Conference Communique - Association of Municipalities of Ontario - 1998 July 2 issue
- (j) Correspondence - Association of Municipalities of Ontario - 1998 - 1999 A.M.O. Board of Directors Call for Nominations - 1998 June
- (k) Information Report - Treasurer - Sale of Tax Arrears Properties - report dated 1998 August 17th
- (l) Information Report - Chief Librarian, Hamilton Public Library - Establishment of a Permanent Endowment Fund - report dated 1998 July 22nd
- (m) Minutes of the Hamilton Status of Women Sub-Committee meeting held on Monday, 1998 June 1st
- (n) Correspondence - Regional Clerk - Resolution requesting the Federal Government to remove the imposition of the Goods and Services Tax on Services provided by GO Transit
- (o) Information Report - Treasurer - Status of Hosting, Receptions and Related Accounts as at 1998 July 31st - report dated 1998 August 19th
- (p) Information Report - Treasurer - Status of Unclassified Revenue and Expenditures as at 1998 July 31st - report dated 1998 August 13th
- (q) Correspondence - Director, Policy and Government Relations, A.M.O. - response to City's resolution respecting greater control over the operation, monitoring and enforcement of recycling and waste handling facilities.
- (r) Information Report - Commissioner of Human Resources - Appointments to and terminations from permanent positions with the Corporation of the City of Hamilton - report dated 1998 August 20th
- (s) Correspondence - Great Lakes United - follow up from the recent Great Lakes - St. Lawrence Mayors Conference - letter dated 1998 July 17th
- (t) Information Report - Treasurer - Bell Mobility - Employee Purchase Program - report dated 1998 August 31
- (u) Correspondence - Mayor, Toronto - Sulphur Content in Gasoline - report dated 1998 August 28th
- (v) Correspondence - The Premier of Ontario - [*p1825Xacknowledgement Council's recommendation regarding the Office of the Fire Marshal Implementation Report - letter dated 1998 August 31
- (w) Correspondence - Minister of Energy, Science and Technology - Bill 35, The Energy Competition Act - letter dated 1998 August 5th
- (x) Information Report - Director of Culture and Recreation - Information Systems - Uninterruptable Power Supply - Project Completion - report dated 1998 August 12th
- (y) Correspondence - Councillor Dick O'Brien, City of Toronto - Increased Court Costs for Parking Tag Operations - letter dated 1998 August 27th

2. **TREASURER - Supply and Delivery of Office Supplies - Various Departments**

The Committee was in receipt of a report from the Treasurer dated 1998 September 14, respecting the above noted matter.

The Committee approved the following:

- (a) That staff be directed to issue a "Notice of Cancellation" to Grand and Toy for failure to comply to service requirements of the Supply and Delivery of Office Supplies contract; and,
- (b) That if, within 30 days of that notice, all service is not rectified in compliance with the terms of that contract, that staff be directed to cancel the service with Grand and Toy in accordance with contract terms and appoint "Basics Office Products" as the City's service provider.

3. **DIRECTOR OF CULTURE AND RECREATION - Donation of Painting by Vincent Gagliardo**

The Committee was in receipt of a report from the Director of the Culture and Recreation Department dated 1998 September 14, respecting the above noted matter, and approved the following:

- (a) That City Council approval be given for the acceptance of the painting "Maria S.S. Del Monte", 1994, by Mr. Vincent Gagliardo, from the collection of the artist; and,
- (b) That the painting be displayed in a publicly-accessible location in City Hall in accordance with approved policy; and,
- (c) That the Treasurer issue a receipt for income tax purposes to the artist/donor in the amount of \$1,000 in accordance with the City's Donations Policy.

4. **REFERRALS FROM CITY COUNCIL**

- (a) **Selection of Consultant - Social and Economic Impact Study for Charity Casinos (Charity Gaming Clubs)**

The Committee was in receipt of a memorandum from the Acting City Clerk dated 1998 July 2, respecting the above noted matter.

The Committee approved the following:

That the submission by Econometrics Research Limited (ERL) and Social Planning and Research Council of Hamilton-Wentworth (SPRC) be selected as the consultants to undertake the Social and Economic Impact Study for Charity Casinos (Charity Gaming Clubs) at a cost of \$20,000 plus GST, to be financed from the 1998 Current Budget, Account Centre No. CH24101 55046.

- (i) **Correspondence - Regional Clerk - Support from Regional Council on the City's completion of the proposed gambling social and economic impact study**

The Committee was in receipt of correspondence from the Regional Clerk's Office dated 1998 September 15, respecting the above noted matter.

(b) Refund of 5% Land Dedication Fee - 181 John Street North

The Committee was in receipt of a memorandum from the City Clerk dated 1998 September 9, respecting the above noted matter.

A tie vote resulted on this issue, and in accordance with the Committee direction, the following was forwarded to City Council for consideration:

That after reviewing the evidence of the complainants, Gilbert and Elisabeth DeGregorio, the Council of the City of Hamilton not waive the 5% Land Dedication Fees imposed on the property located at 181 John Street North in the amount of \$1,650.

NOTE: This issue lost on a tie vote at the Finance and Administration Committee. At the direction of the Committee and in accordance with City Procedural By-law No. 95-167 Section 36(b), it is presented as a negative recommendation.

(c) Complaint under the Development Charges Act - 1610 Upper Sherman Avenue - Centre D'Accueil de Hamilton-Wentworth

The Committee was in receipt of a memorandum from the City Clerk dated 1998 September 9, respecting the above noted matter.

Following discussion, it was the decision of the Committee that this matter be tabled. It was further directed that staff bring back a report with a proposed policy on development charges for non profit developments. It was agreed that this report should give reference to greenfield development as well as brown field development. It was also recommended by the Committee that City staff consult with Regional staff on what the Region is doing in this same matter.

(d) Correspondence - Regional representative on the HECFI Board

The Committee was in receipt of a memorandum from the City Clerk dated 1998 September 9, respecting the above noted matter.

The Committee agreed to refer this matter to the City Solicitor for a report back on what legislative requirements would be necessary for the City to add one additional member to the HECFI Board.

(e) Correspondence - Hamilton and District Chamber of Commerce - Display of the Hamilton Distinguished Citizen of the Year Award

The Committee was in receipt of a memorandum from the City Clerk dated 1998 July 13, respecting the above noted matter.

The Committee agreed to refer this matter to the Director of Culture and Recreation for a report back to them.

(f) Business Improvement Areas - Request for Funding - Commercial Improvement Program

The Committee was in receipt of a memorandum from the City Clerk dated 1998 September 9, respecting the above noted matter.

The Committee agreed to receive and take no action on this matter. It was noted that this issue will be considered in the 1999 Capital Budget deliberations.

ADDED - MAYOR MORROW - ADVERTISING IN BOOK THAT CELEBRATES 75 YEAR OF OPTIMISTS IN ONTARIO

The Committee was in receipt of an Added Report from the Mayor dated 1998 September 22nd, respecting the above noted matter. The Committee approved the following:

- (a) That approval be granted to take a full page ad, at a cost of \$800, to congratulate the Optimist Club on their 75th Anniversary; and,
- (b) That funding for this expenditure be charged to the Unclassified Account No. CH2401.

ADDED - UPDATE - HAMILTON STATUS OF WOMEN SUB-COMMITTEE

Alderman Wilson spoke to the Committee with respect to the Hamilton Status of Women Sub-Committee. He made reference to the Sub-Committee's recent set of minutes which had been circulated to the members of the Committee for information, and noted that the Sub-Committee has appointed a member. He also made reference to the Sub-Committee being in overdraft of its budget. In this regard, the Chairman directed that a letter be sent to the Sub-Committee advising them that they do not appoint their own members. As well, the Chairman indicated that until the present overdraft situation is resolved, that no further expenditures be authorized.

5. IN CAMERA AGENDA

The Committee moved to an In-Camera Session to discuss matters of a Private and Confidential nature.

The Committee then moved back into Regular Session, and approved the following:

AA. HAMILTON HARBOUR COMMISSION

That the City file a request under the Access to Information Act with the Federal Government to obtain the report to Transport Canada entitled "Assessment of Canada Port Authority Self-Sufficiency" prepared by Nesbitt Burns and dated 1998 July 16th respecting Hamilton Harbour.

BB. CITY SOLICITOR AND TREASURER - Levy Payments to the Province/School Boards

That the City decline the proposal by the Solicitors representing the Separate and Public School Boards to arbitrate their claim for monthly levy payment schedule; and encourage the School Boards to dialogue with the Province on their budgetary needs.

CC. HIRING - NEW FIRE CHIEF

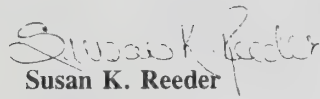
- (a) That the City Manager be authorized and directed to take the necessary steps to post and advertise the position of Fire Chief consistent with the Selection Procedure adopted by City Council on 1982 January 26th; and,
- (b) That a Selection Committee comprised of the Chairman of the Finance and Administration Committee, Vice-Chairman of the Finance and Administration Committee, Alderman A. Horwath and Alderman C. Collins be formed to consider the applications for interviewing and recommend a Candidate to City Council.

7. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,

ALDERMAN D. WILSON, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE


Susan K. Reeder
Secretary
1998 September 22

CITY OF HAMILTON
- RECOMMENDATION -

B. (i)

DATE: 1998 September 22

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Financing of Landscape Upgrades and Repairs to Aviary
Space - Dundurn Castle

RECOMMENDATION:

That the increased cost of Restoration of Architectural Features - Historic Sites, Account Centre No. CF 719841062 from \$40,000 to \$65,000 by \$25,000 be financed by a transfer of excess funds from Account No. CF 4101 718753001, surplus funds from Capital Projects.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The excess funds accrued as surpluses from government grant programmes, are issued to finance the above project and to eliminate the impact of the increased cost in the capital budget.

BACKGROUND:

The above item was approved by the Committee under Section 5 of the 9th Report of the Parks and Recreation Committee to be considered by Council on 1998 September 29. The details of the project and its background are outlined in the letter of 1998 September 16, 1998 from Ross L. Fair, Director, Culture and Recreation.

NRA:jc

c.c. K. Christenson, Secretary, Parks and Recreation Committee
R. Fair, Director of Culture & Recreation, Attention: M. Havelka
D. Lobo, Commissioner of Public Works & Traffic, Attention: B. Chrystian

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1998 September 16

REPORT TO: Mr. Kevin C. Christenson, Secretary
Parks and Recreation Committee

FROM: Ross L. Fair
Director
Culture and Recreation

SUBJECT: LANDSCAPE UPGRADES AND REPAIRS TO AVIARY
SPACE- DUNDURN CASTLE
REVISION OF SCOPE OF CAPITAL BUDGET

RECOMMENDATION:

- a) That the scope of work for the approved 1998 Capital Budget project CF4101 718753001 - Restoring Architectural Features - Historic Sites be amended to include provisions to complete Landscape Upgrades at Dundurn Castle as per preferred design plan from the Parks Division of the Department of Public Works and Traffic at an upset cost of \$55,000 and to remediate the Castle space formally occupied by the Aviary for productive use at an upset limit of \$10,000; and
- b) That these works proceed immediately upon approval in order to complete resurfacing work prior to the winter season; and
- c) That the approved Capital Budget for these works be increased from \$40,000 to \$65,000 on the basis that an increase in the City Capital Budget is not required; and
- d) That the Finance and Administration Committee be requested to identify a source of funding.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

City Council approval of the 1998-2007 Capital Budget includes the landscape upgrades to remediate the courtyard of Dundurn Castle adjacent to the Coach House. The initial budget estimate to undertake the work was \$40,000. Detailed design work from the Parks Division, subsequent to budget approval, has identified a preferred scope of work, but at a cost of \$55,000. The design will be consistent with the historic authenticity and integrity of the site but will also contain planting beds to provide colour and an attractive appearance to the courtyard adjacent to the Coach House and visitor entrance.

Staff from the Culture and Recreation Department have reviewed and support the design plan.

The portion of the Castle that housed the Aviary has been vacant since 1995. The space has not been upgraded to provide a much needed safe working and programming space for public, staff volunteers. In addition improvements are required to meet electrical and mechanical building code requirements. These works have been identified as a capital work but has not been prioritized.

In order to complete this revised scope of work without increasing the Capital Budget, I have discussed with the City Treasurer, the transfer of the unallocated balance of capital account CF 4101 718753001 totalling \$25,568 to cover the increased budget requirements. These funds have accrued as surpluses from government grant work programmes and are available for reallocation only to heritage-related projects such as this one.

BACKGROUND:

Over the past several years about \$4 M. has been spent to restore Dundurn Castle, a national Historic Site, in accordance with historical standards and to address maintenance issues and to convert the Stable building to a restaurant and banquet facility now known as The Coach House at Dundurn Castle. The Federal Government and Ministry of Citizenship, Culture and Recreation have participated as funding partners, to the extent to which historical restoration was undertaken. The upgrades to the courtyard, originally in the overall scope of work was deleted due to budget limitations and as a result was outside the scope of this work.

In addition, work was undertaken last year to improve and repave the parking lot of the historic site, however, the scope of this parking lot project did not include the courtyard.

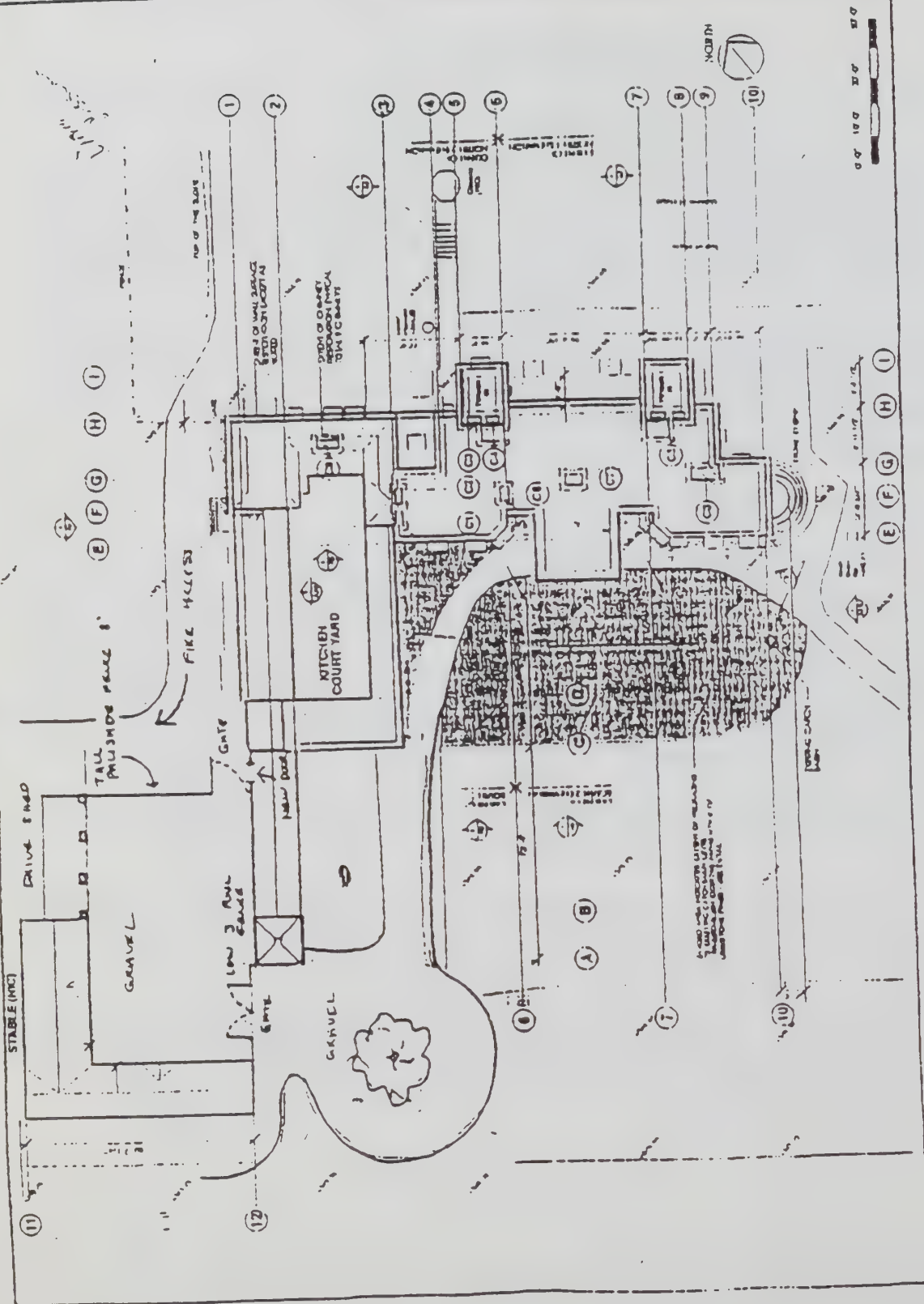
The courtyard currently features an asphalt paved surface that has been cracked and worn in several locations. The courtyard in general is not an attractive location and yet is the key entry point for visitors to the Castle and the Coach House facility.

The Culture and Recreation Department identified this as a 1998 capital budget priority and submitted as a \$40,000 project, an estimate that has proved to be insufficient to undertake work to a standard consistent with this National Historic Site.

/MH

c.c. Mayor Bob Morrow
D. A. Lychak, City Manager
Susan Reeder, Secretary, Finance and Administration Committee ✓
Allan Ross, Treasurer
M. Havelka, Manager of Cultural Services
D. Lobo, Commissioner of Public Works/Traffic att: **B. Chrystian**

Appendix 1



**CITY OF HAMILTON
- RECOMMENDATION -**

B. (ii)

DATE: 1998 September 29

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
General Manager, Finance

SUBJECT: Financing of Removal of Fill placed on City-owned Lands
adjacent to 359 Hixon Road

RECOMMENDATION:

That the estimated cost of removing the fill on City-owned lands adjacent to 359 Hixon Road in the amount of \$21,000 be financed from the Reserve for Contingency Centre CH0115.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Allan C. Ross

There are sufficient funds within the identified reserve to finance the estimated net cost of \$21,000.

BACKGROUND:

City Council at its meeting September 29, 1998, approved Section 7 of the Ninth Report of the Parks and Recreation Committee wherein authorization was given to remove fill from the City-owned lands adjacent to 359 Hixon Road.

CITY OF HAMILTON
- RECOMMENDATION -

C. (i)

DATE: 1998 September 25

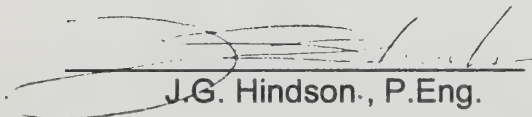
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. Jim Hindson, P.Eng.
Director of Information Systems

SUBJECT: Replacement (used) Mainframe Laser Printer

RECOMMENDATION:

- a) That DP Consultants Inc. of Woodbridge Ontario, provide a replacement used IBM Model 3160 laser printer and printing maintenance services for a 15 month period from October 1998 to December 1999 at \$8,610 /month (the lowest of two proposals received).
- b) That funding be provided from Account CH56605-26016 (Host Printing Equipment Rental).


J.G. Hindson, P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Funding is provided within the approved annual City budget.

BACKGROUND:

The current mainframe computer configuration includes an IBM Model 3125 laser printer that is used to print approximately two million images per year. The majority of printing requirements is associated with the Region and City Financial and Human Resources system, the Community Services systems, and the Taxation system. Earlier this year, IBM advised that maintenance services will no longer be available for the IBM 3125 model printer effective 1998 September 30th (the 3125 printer has not been manufactured for several years). We have since received an extension of the discontinuance date to October 31. The plan is to have the replacement printer arrive in October in order to have time to do the installation and parallel testing before the end of October.

There are plans to decommission the mainframe as early as the end of 1999. However, there are still a number of major computer applications that are running on the mainframe and laser printer services will be needed until the mainframe is decommissioned.

Requests for laser printing services (also known as a Cost of Printing Agreement or COPA) were issued to potential suppliers. Two responses were received by the closing date of 1998 September 11th.

The leasing proposals were evaluated on the basis of the lowest monthly cost. On the basis of the summary of the results (see table), it is recommended that a used IBM 3160 laser printer and related printing services be acquired from DP Consultants of Woodbridge, Ontario (the lowest cost proposal).

Summary of Laser Printing Quotations Received (1998 September 11) for 15 month Period

<u>Supplier</u>	<u>Location</u>	<u>Cost/month</u>	
DP Consultants:	Woodbridge, Ontario	\$8,610.00 (used printer)	← Recommended
IBM Canada:	Kitchener, Ontario	\$8,794.52 (used printer)	
DP Consultants:	Woodbridge, Ontario	\$9,350.00 (new printer)	
IBM Canada:	Kitchener, Ontario	\$9,726.47 (new printer)	

No Bid:

BFC Computer Sales, Campbellville, Ontario

c.c. Mr. C. Mascarenhas, Manager of Accounting & Purchasing

CITY OF HAMILTON
- RECOMMENDATION -

C. (ii)

DATE: 1998 September 25

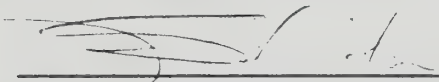
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. Jim Hindson, P.Eng.
Director of Information Systems

SUBJECT: Extension to Computer Leasing agreement with IBM Canada Ltd

RECOMMENDATION:

That the Mayor and the City Clerk be authorized to execute a 5 month extension (from 1998 July 30th to 1998 December 31st) to the Master Lease Agreement for leasing services with IBM Canada Limited and that the agreement be in a form satisfactory to the City Solicitor.



J.G. Hindson P. Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

A document to extend the agreement will require execution by the Corporation.

BACKGROUND:

Council at its meeting on 1998 July 7th approved an initial extension of the current lease agreement with IBM as the supplier of computer leasing services for PC workstations, printers, file servers and network equipment. This extension ran from 1998 April 30th to July 31st.

The City issued a Request for Proposals for PC Leasing Services which closed on 1998 June 25th. However, the results of the Request for Proposals were not satisfactory in terms of obtaining a replacement leasing supplier. The low bidder does not have a satisfactory working history in leasing equipment to the Corporation, and the second lowest bidder has had some difficulty in meeting our leasing processing requirements and we have some concerns about engaging their services for an extended period.

During this period of time, we have given additional considerations to the purchase/leasing process and wish to take the initiative in determining if there is a way of reducing the amount of processing and paperwork involved in the acquisition process in a market characterized by almost monthly model and price changes.

Last year we implemented the concept of pre-qualifying vendors and having monthly price quotations from the pre-qualified vendors. Although this has been successful in obtaining very competitive pricing, it has increased the amount of paperwork and time involved in administering this process.

An extension of the IBM Leasing agreement to the end of the year will provide sufficient time to issue a combined RFP for PC and printer acquisition and leasing services that would include an alternative concept of pricing based on the published "Public Sector Price Listings" rather than issuing monthly requests for quotations.

c.c. Cecil Mascarenhas, Manager of Accounting and Purchasing
P. Noé Johnson, City Solicitor

CITY OF HAMILTON
-RECOMMENDATION-

D.

DATE: 1998 September 30th

REPORT TO: Alderman D. Wilson, Chairman & Members,
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary,
Finance and Administration Committee

SUBJECT: **Information Items**

RECOMMENDATION:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Correspondence – FCM – Call for Resolutions – National Board of Directors Meeting – 1998 December 2 – 5 – letter dated 1998 September 4
- (b) Information Report – City Solicitor – Law Department Status Report as at 1998 July 31 – report dated 1998 September 16
- (c) Recommendation from the Commissioner of Public Works and Traffic to the Transport and Environment Committee – Construction of Concrete Sidewalk on the East side of Main Street West along the frontage of 1895 Main Street West – revised report dated 1998 September 17
- (d) Information Report – Commissioner of Human Resources – Human Resources Centre Status Report as at 1998 July 31 – report dated 1998 September 14
- (e) Information Report – Treasurer – Treasury Department Status Report as at 1998 July 31 – report dated 1998 September 18
- (f) Information Report – Director of Culture and Recreation – Copps Coliseum – NHL Pre-Season Game – report dated 1998 September 22
- (g) Information Report – Building Commissioner – Business Licence Application Forms – report dated 1998 September 23
- (h) Information Report – City Clerk – City Clerk's Department Status Report as at 1998 July 31 – report dated 1998 September 29
- (i) Information Report – Director of Information Systems – Information Systems Department Status Report as at 1998 July 31 – report dated 1998 September 28

- (j) Correspondence – Ministry of Education and Training – School Tax Payments for the remainder of 1998 – memorandum dated 1998 September 23
- (k) Correspondence – Letter of Resignation – Fire Chief W. Shoemaker – letter dated 1998 September 21

Shirley K. Reeder

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The above-noted documents have been sent out to members of the Committee and the applicable staff for information purposes, and are being formally presented to the Committee in order to be officially received. Approval of this recommendation to receive these documents will ensure that the circulation procedure followed for these matters is recorded.

CAY ON HBL 405
C51F31
1998

Office of the City Clerk

MEMORANDUM

URBAN
MUNICIPAL

Urban/Municipal Librarian
Hamilton Public Library
2nd Floor

TO: Members
Finance and Administration Committee

FROM: Susan K. Reeder
Secretary
Finance and Administration Committee

DATE: 1998 October 15

SUBJECT: CANCELLATION NOTICE

URBAN MUNICIPAL

OCT 20 1998

GOVERNMENT DOCUMENTS

Please be advised that the Finance and Administration Committee meeting regularly scheduled for Tuesday, 1998 October 20th has been cancelled.

The next regular meeting will be held on Tuesday, 1998 November 3rd.

Susan K. Reeder.

Cc D. Lychak, City Manager
Agenda Distribution List

JOINT MEETING

CITY OF HAMILTON

FINANCE AND ADMINISTRATION COMMITTEE

&

REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH
ENVIRONMENTAL SERVICES COMMITTEE

A G E N D A

DATE: Tuesday, October 20, 1998

URBAN MUNICIPAL

TIME: 6:30 p.m.

OCT 20 1998

PLACE: Room 233
Hamilton City Hall

GOVERNMENT DOCUMENTS

1. GENERAL

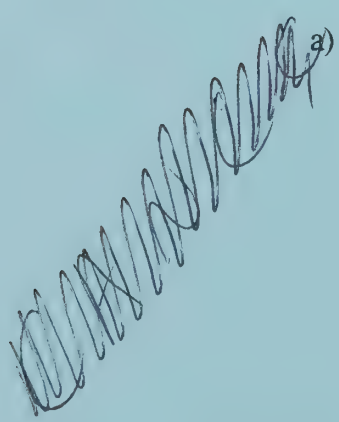
a) Declarations of Interest re: Municipal Conflict of Interest Act

2. CONSENT AGENDA

N/A.

3. DISCUSSION AGENDA

3.1 District Energy Study - Expressions of Interest and Class Environmental Assessment (EA) (ENV98025(B))

- 
- a) That the District Energy System Political Steering Committee be:
- i) authorized and directed to invite proposals, through an expression of interest, for the supply of energy;
 - ii) instructed to report to the City of Hamilton Finance and Administration Committee and Region of Hamilton-Wentworth Environmental Services Committee on its recommended choice of a supplier;
 - iii) authorized and directed to initiate, on behalf of Regional Council, a Class Environmental Assessment Process (master plan) for the District Energy System with specific emphasis on the energy transmission component;
- b) That a managing interest for the District Energy System be established through control of the transmission system.

4. ADJOURNMENT

CITY OF HAMILTON
REGION OF HAMILTON-WENTWORTH
- RECOMMENDATION -

DATE: 1998 October 15

REPORT TO: Chairman and Members
Finance and Administration Committee
City of Hamilton

Chairman and Members
Environmental Services Committee
Region of Hamilton-Wentworth

FROM: R. L. Fair, B.A.S.
General Manager
Community Services Division

L. Gohier, P. Eng.
Acting Commissioner
Regional Environment Department

SUBJECT: District Energy Study - Expressions of Interest and
Class Environmental Assessment (EA) (ENV98025(B))

RECOMMENDATION:

- a) That the District Energy System Political Steering Committee be:
- i) authorized and directed to invite proposals, through an expression of interest, for the supply of energy;
 - ii) instructed to report to the City of Hamilton Finance and Administration Committee and Region of Hamilton-Wentworth Environmental Services Committee on its recommended choice of a supplier;
 - iii) authorized and directed to initiate, on behalf of Regional Council, a Class Environmental Assessment Process (master plan) for the District Energy System with specific emphasis on the energy transmission component.

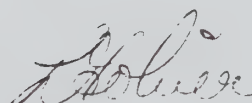
SUBJECT: District Energy Study - Expressions of Interest and Class Environmental Assessment (EA) (ENV98025(B))

Page 2

- b) That a managing interest for the District Energy System be established through control of the transmission system.



R. L. Fair, B.A.S.
General Manager
Community Services Division



L. Gohier, P. Eng.
Acting Commissioner
Regional Environment Department

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Adequate funds have been budgeted for completion of the feasibility study. Estimated construction of a District Energy System will cost between \$32.2 and \$38.9 M depending on the energy source. The system is expected to be self-financed.

To expedite decision making requirements, it would be beneficial if the responsible City of Hamilton and Region of Hamilton-Wentworth standing committees could meet on a joint basis.

SUSTAINABLE COMMUNITY IMPLICATIONS:

(Vision 2020, adopted by Regional Council as its vision for the future of Hamilton-Wentworth, embodies the concept of a sustainable community which is an equal balance of the economy, the environment, and social/health factors in all regional decision-making.)

A District Energy System represents an excellent example of sustainability. It provides the opportunity to reduce green house gas emissions in downtown Hamilton, uses waste heat from industry, potentially generates electricity if co-generation is utilized, and provides incentives for downtown revitalization.

BACKGROUND:

Three previous reports on the District Energy System have been presented to Regional Council:

**SUBJECT: District Energy Study - Expressions of
Interest and Class Environmental Assessment
(EA) (ENV98025(B))**

Page 3

- PLA97-006 (February 1997) - Gave direction to examine a District Energy System for downtown Hamilton in more detail utilizing CANMET (Canada Centre for Mineral and Energy Technology) to undertake a pre-feasibility study.
- ENV98025 (January 1998) - Gave further direction that a District Energy System continue to be examined based on the findings of the pre-feasibility study; that this be a joint project between the City of Hamilton and the Region of Hamilton-Wentworth; and that a Staff Advisory Group and Political Steering Committee be formed to manage the project in association with CANMET.
- ENV98025A (June 1998) - Authorized the preparation of a feasibility study utilizing CANMET.

Parallel reports were presented to the City of Hamilton Council during the same time periods.

Work has commenced on the feasibility study. On September 24, 1998, a workshop was held by CANMET for the Staff Technical Advisory Group and Political Steering Committee. This workshop reviewed project progress to date, heard presentations on other district heating projects (Windsor and Sudbury), and examined further actions required to establish the system.

Discussions on future actions were based on the components of a District Energy System. The components are typically an energy source (eg. waste heat exchangers, co-generation plants); a transmission line which takes the medium (eg. water) storing the heat to the general area to be serviced; and a distribution system that takes the heated or chilled water to specific users.

Workshop members agreed that a critical first step was the selection of an energy source and requested CANMET staff to prepare an invitation for expressions of interest to solicit potential energy suppliers. A second step that requires immediate attention is the undertaking of an environmental assessment for the transmission system. A previous meeting with Ministry of Environment staff on the most appropriate method to undertake this EA, concluded that the Class EA process be utilized through the development of a master plan for the system. Critical to the development of this plan would be the location and nature of the energy supply.

The workshop participants reached a consensus that the City and Region should jointly control the transmission line to establish a managing interest in the overall system. The methods of control (eg. ownership and construction of the line, or ownership of the line easement with a private sector construction) can be determined at a later date. Also there will be a need, as the project evolves, to establish a permanent management entity for the system.

**SUBJECT: District Energy Study - Expressions of
Interest and Class Environmental Assessment
(EA) (ENV98025(B))**

Page 4

CONCLUSION:

Establishment of a District Energy System for downtown Hamilton requires a number of steps. Immediate Council authorizations are required for soliciting expressions of interest for energy sources, and initiation of a Class Environmental Assessment process (master plan development) for the system, particularly the transmission component. Regional Council should also give direction on the principle of establishing a managing interest in the project through control of the transmission system.

Other decisions or actions that will be required at a later date are: Actual selection of an energy supplier; the best method for municipal control of the transmission system; commitments from end users (establish the market); and the type of permanent management entity that will maintain and administer the system.

:WRP

CAY ON HBL A05
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1998



Urban/Municipal Library

URBAN MUNICIPAL

NOV 3 1998

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

GOVERNMENT DOCUMENTS

Tuesday, 1998 November 3rd
1:30 o'clock p.m.
Room 233, City Hall

Susan K. Reeder, Secretary
Finance and Administration Committee

AGENDA

1. **CONSENT AGENDA**

2. **CORRESPONDENCE**

Bay Area Restoration Council – request for funding in the amount of \$1,500 to assist in the cleaning up of the harbour watershed

3. **MAYOR ROBERT M. MORROW**

Request for the City to support the resolution from Team Canada for Unity

4. **GENERAL MANAGER, FINANCE**

(a) Royal Canadian Legion – Branch 58 – Property Tax Relief 1998-10-26

(b) Post Audit Letter – Recommendation and Comments Concerning Accounting Systems, Procedures and Controls for the year ended 1997

5. **CITY CLERK**

Lease – 50A Jackson Street West, Canadian Football Hall of Fame Building to the Hamilton Public Library

Page Two
Regular Agenda
Finance and Administration Committee
1998 November 3rd

6. **FIRE CHIEF**

- (a) Requested Report - Fire Underwriters Survey
- (b) Requested Report - Hamilton Fire Department Staffing / Safety Issues
- (c) Purchase of Two (2) Triple Combination Pumpers and One (1) Rescue Unit
Award of Contract – Fire Station 8 Addition

7. **IN CAMERA AGENDA**

8. **OTHER BUSINESS**

9. **ADJOURNMENT**

BAY AREA RESTORATION COUNCIL

OF HAMILTON-WENTWORTH AND HALTON REGIONS INC.
LSB-Lobby, McMaster University, Hamilton, Ontario L8S 4K1
Telephone (905) 525-9140 ext 27405 Fax (905) 522-6066
email: barc@mcmaster.ca

2.

MEMO / FAX

Date: September 2, 1998 **Page:** 1 of 3
To: Mr. J. Schatz, City Clerk **Fax #** 546-2095
City of Hamilton
From: Marilyn Baxter
Manager
Re: City of Hamilton's Support letter of October 7, 1997

This fax is to draw your attention to the Council's resolution of Sept. 30, 1997 (attached).

My question relates to:

- (b) "That the request for similar funding for 1998 be referred to the next term of council for consideration;"

Was this item already put forward in 1998 as a matter of course, or should I send another formal request to City Council? (BARC's original letter is attached.)

I look forward to your response. Should you require any further information, please do not hesitate to call me at 525-9140 ext. 27405.

Thank you.



ROBERT M. MORROW
MAYOR



1997 October 7

Dr. Keith Rodgers
President
Bay Area Restoration Council
of Hamilton-Wentworth and Halton Regions Inc.
Room B130F
Life Sciences Building
McMaster University
Hamilton, ON L8S 4P1

Dear Dr. Rodgers:

Re: Community Support and Funding - Clean up of the Harbour Watershed

It is my pleasure to advise you that Hamilton City Council, at its meeting held Tuesday, 1997 September 30th, approved Section 29 of the Twentieth Report for 1997 of the Finance and Administration Committee as follows:

- (a) That approval be given for a City contribution in the amount of \$1,500 to the Bay Area Restoration Council to assist in the cleaning up of the harbour watershed; and,
- (b) That the request for similar funding for 1998, be referred to the next term of Council for consideration; and,
- (c) That funding for the 1997 expenditure be financed from Centre CH24201 - Unclassified.

Our support in the amount of \$1,500. will be sent to you shortly under separate cover. All the best to you as you proceed with this very important project.

Yours very truly,



Robert M. Morrow
Mayor

cc Allan Ross, Treasurer
Attention: Kevin Beattie
J. Schatz, City Clerk



City Hall
71 Main Street West, Hamilton, Ontario, Canada L8N 3T4
Telephone (905) 546-2790
Fax (905) 546-3165 TDD (905) 546-2448



BAY AREA RESTORATION COUNCIL

OF HAMILTON-WENTWORTH AND HALTON REGIONS INC.

Room 329, Life Sciences Building, McMaster University, Hamilton, Ontario L8S 4K1
Telephone (905) 525-9140 Ext. 27405 Fax (905) 522-6066

COPY

Mayor Bob Morrow
& Council
City of Hamilton, Public Works
71 Main Street West
Hamilton, ON L8N 3T4

August 7, 1997

Dear Honourable Mayor Morrow:

The Bay Area Restoration Council (BARC) is seeking community support to continue our work of overseeing the cleanup of the Hamilton Harbour ecosystem. There have been marked improvements in water quality, public access and recreational opportunities in the harbour area. The presence of key bird species and over 55 types of fish underline the achievements obtained so far. We have accomplished a significant first step.

Further progress requires a strong directing organization of community stakeholders. Until recently, the cost of maintaining BARC operations has been borne almost entirely by the senior levels of government. As this financial support diminishes, local stakeholders are being asked to maintain operations in a more equitable fashion.

The BARC Board of Directors is preparing a long-term financing proposal that will be placed before the stakeholders later this year. Until this can be put in place, BARC requires bridge funding to maintain its leadership role in the restoration of the harbour and its watershed. We are asking harbour stakeholders such as yourselves to consider a **contribution of \$1,500.00 in both 1997 and 1998** as a small contribution in addition to the efforts you already make towards cleaning up the harbour watershed.

I would be pleased to meet with you at your convenience to discuss BARC's needs and the role you can play in ensuring the continued improvement in and stewardship of the Great Lakes Basin ecosystem. I have enclosed copies of our annual budget, last year's financial statements, a brochure summarizing our activities and other documents for your information.

Thank you for considering this request. We look forward to your response.

Sincerely,

Dr. Keith Rodgers
President

cc: Mr. John Collver
enclosures

CENTRE DENTAIRE FAMILIAL



FAMILY DENTAL CENTRE

DR. M. SUISSA

DR. S. ESKENAZI

14770 Boul. Pierrefonds, Suite 201. Pierrefonds, QC. H9H 4Y6.
Tel.: 514-624 5684. Fax.: 514-624 8393.

DATE : Sept 23 '98.

FAX # : 1-905-546-3165

ATTN : Mayor Robert M. Morrow & Council

FROM : Maurice Suisse

OF PAGES : 5 + cover.

MESSAGE :

Hello! I am faxing correspondence concerning an important Canadian unity project.

Your consideration of this resolution (and support) would be greatly appreciated.

Regards,

Maurice Suisse
Co-president
Team Canada for Unity.

3.



LET'S KEEP CANADA "ENSEMBLE"

TEAM CANADA
FOR UNITY/
ÉQUIPE CANADA
POUR L'UNITÉ

**CAPTAIN/
CAPITAINE**

Mei Lastman
Mayor/Maire
Toronto

August 1998

**CO-FOUNDERS,
CO-PRESIDENTS/
CO-FONDATEURS,
CO-PRESIDENTS**

Maurice Suissa
Aaron Makovka

**CO-CHAIRS/
CO-PRESIDENTS**

Robert Smith
Myra Smith

**EXECUTIVE
MEMBERS/
MEMBRES
EXÉCUTIFS**

Jean Briere
Howard Brown
Kim Cohen
Jean Dandurend
Sophie Emoud
Edward Manis
Barry Morrison
Steve Pinkus

**HONOUR ROLL/
MEMBRES
HONORAIRES**

Chris K. Kuczynski
Toronto Council

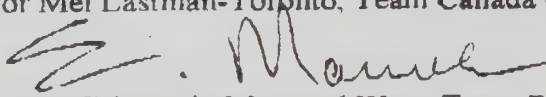
Dear Mayor and Councilors,

Team Canada for Unity, the largest grassroots unity group in the country, is urging Canadians from coast to coast to get involved in an issue that concerns us all, national unity. We believe municipal governments, the level of government closest to the people, can play an important role in this regard. Team Canada has encouraged hundreds of cities and towns, representing over 7 million Canadians, to endorse "**The People's Resolution for a United Canada**".

We are urging **ALL** of Canada's cities and towns to endorse this grassroots unity resolution so that Canada can enter the 21st century strong and united. Help send the people's message to our federal and provincial leaders. Your support will make a difference!

THANK YOU / MERCI,


Mayor Mei Lastman-Toronto, Team Canada Captain


Councilor Ed Manis-Montreal West, Team Canada Executive


Dr. Maurice Suissa, Team Canada Co-president

TORONTO

Metro Hall
55 John Street
Stn. 1071, 7th Flr.
Toronto, ON
M5V 3C6
E-mail:
clerk@city.toronto.on.ca
Website:
<http://www.city.toronto.on.ca>
Phone: 416-392-8017
Fax: 416-392-2980

COPY

Novina Wong
City Clerk
City of Toronto

April 21, 1998

The Right Honourable Jean Chretien
Prime Minister of Canada
Langevin Block
80 Wellington Street
Ottawa, Ontario
K1A 0A2

Sir:

City Council, at its meeting held on April 16, 1998, unanimously adopted the following Motion:

Moved by: Mayor Lastman

Seconded by: Councillor Korwin-Kuczynski

"WHEREAS the City of Toronto believes that Canada is a country that is second to none, enriched by the presence of the Aboriginal peoples and their cultures, graced with the vitality of the English and French languages and gifted with the diversity of multiculturalism; and

WHEREAS the City of Toronto believes that all Canadians are equal and all Canadian provinces have equality of status; and

WHEREAS the City of Toronto believes that Canada, with its existing Constitution and Charter of Rights and Freedoms, offers all of its citizens and provinces an equal opportunity to prosper and flourish. The same Constitution has enabled and must continue to enable the Province of Quebec, a fundamental and valued partner of the Canadian confederation, the opportunity to promote and protect its culture, civil law tradition and French language; and

WHEREAS the City of Toronto recognized the English and French languages, Canada's two official languages, as a fundamental and enriching part of our heritage as well as an unequivocally important part of its future and that Canadians and their governments must endeavor, in a spirit of good faith, to ensure that vitality of these two official languages, and

-2-

WHEREAS the City of Toronto believes that Canadians and their governments must be committed to the protection and promotion of official language minority communities throughout Canada;

NOW THEREFORE BE IT RESOLVED THAT the City of Toronto, in a spirit of friendship and in the name of unity, proudly adopts this People's Resolution for a United Canada and we hereby urge all Canadian municipalities to join us in this grassroots effort to resolve the issue of Canadian unity;

AND BE IT FURTHER RESOLVED THAT the citizens of Toronto call upon the Government of Canada (and all Federal Parties) as well as all provincial legislatures/assemblies (and all provincial parties) to join together with municipal governments, the level of government closest to the people, to ensure that all Canadians from all provinces are consulted on the issue of national unity;

AND BE IT FURTHER RESOLVED THAT the citizens of Toronto call upon the Government of Canada and all provincial legislatures/assemblies to ensure that continuance of a united Canada in accordance with the moral, political, legal and constitutional obligations of our nation, and we demand that the Government of Canada and all provincial legislatures/assemblies ensure that any future constitutional negotiations not lead to the breakup of our country;

AND BE IT FURTHER RESOLVED THAT this resolution be sent to the Prime Minister of Canada and the Minister of Intergovernmental Affairs, and to the Premier of Quebec, Members of the National Assembly, Members of Parliament, all Provincial Legislatures and the Federation of Canadian Municipalities."

Yours truly,

City Clerk

M. Brown/dcm

Sent to: Prime Minister of Canada
Minister of Intergovernmental Affairs
Premier of Quebec
Members of the National Assembly
Members of Parliament
All Provincial Legislatures
Federation of Canadian Municipalities

THE PEOPLE'S RESOLUTION FOR A UNITED CANADA
(proposed resolution)

Whereas the municipality of _____ believes that Canada is a country that is second to none, enriched by the presence of the Aboriginal peoples and their cultures, graced with the vitality of the English and French languages and gifted with the diversity of multiculturalism,

Whereas the municipality of _____ believes that all Canadians are equal and all Canadian provinces have equality of status,

Whereas the municipality of _____ believes that Canada, with its existing Constitution and Charter of Rights and Freedoms, offers all of its citizens and provinces an equal opportunity to prosper and flourish. This same Constitution has enabled and must continue to enable the Province of Quebec, a fundamental and valued partner of the Canadian confederation, the opportunity to promote and protect its culture, civil law tradition and French language,

Whereas the municipality of _____ recognizes the English and French languages, Canada's two official languages, as a fundamental and enriching part of our heritage as well as an unequivocally important part of its future AND that Canadians and their governments must endeavor, in a spirit of good faith, to ensure the vitality of these two official languages,

Whereas the municipality of _____ believes that Canadians and their governments must be committed to the protection and promotion of official language minority communities throughout Canada,

BE IT RESOLVED,

That the municipality of _____, in a spirit of friendship and unity, proudly adopt this "People's Resolution for a United Canada" and we hereby urge all Canadian municipalities to join us in this grassroots effort to resolve the issue of Canadian unity.

We, the people, call upon the Government of Canada (and all federal parties) as well as all provincial legislatures/assemblies (and all provincial parties) to join together with municipal governments, the level of government closest to the people, to ensure that all Canadians from all provinces are consulted on the issue of national unity,

We, the people, call upon the Government of Canada and all provincial legislatures/assemblies to ensure the continuance of a united Canada in accordance with the moral, political, legal and constitutional obligations of our nation,

We, the people, demand that the Government of Canada and all provincial legislatures/assemblies ensure that any future constitutional negotiations not lead to the breakup of our country,

That copies of this Resolution be sent to the Prime Minister of Canada and the Minister of Intergovernmental Affairs, and sent to the Premier of Quebec, Members of the National Assembly, Members of Parliament, all Provincial Legislatures, the Federation of Canadian Municipalities and all Provincial Municipal Associations.

SPECIAL REQUEST: kindly mail or fax your adopted resolutions (indicating your municipality's population) to our office and send along a flag of your municipality in order that we may continue sewing our symbolic Team Canada Unity Quilt made up of all the municipal flags.

**CITY OF HAMILTON
- RECOMMENDATION -**

DATE: 1998 October 22

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
General Manager, Finance

SUBJECT: Royal Canadian Legion - Branch 58 -
Property Tax Relief 1998

4. (a.)

RECOMMENDATION:

- a) That the request for Property Tax relief from the Royal Canadian Legion Branch 58 for 1998 in accordance with the Policy on Tax exemption for Veteran's Associations adopted by City Council September 29, 1981, be approved in the amount of \$12,575.38;
- b) that this exemption be charged to account CH 53319 24102 Property Tax Relief;
- c) and that this exemption reflects the third year of ten years that the policy allows for this exemption and will require applications for future years on a yearly and per need basis.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The policy on Tax Exemption for Veterans' Associations allows for relief to the Associations as the lesser amount of the Municipal portion only of property taxes or the amount of the organizations operational loss before depreciation. In this case the amount would be \$12,575.38 for 1998 reflecting the Municipal portion of the 1998 taxes. There is sufficient funds within the identified 1998 account for this exemption.

BACKGROUND:

A policy on Tax Exemptions for Veterans' Associations was adopted by City Council September 29, 1981 and amended effective January 1, 1988 and states the following:

"That Veterans' Clubs be permitted to submit applications for tax exemptions on a year to year basis within the provisions of the Municipal Act and that these applications be considered on the basis of information in the financial statements and that the amount of the tax exemption, if granted, shall be the lesser of the actual operating deficit (excluding any amount for depreciation of buildings included in the operating results) or the municipal portion of the taxes."

DISCUSSION:

Finance staff have received a request from the Royal Canadian Legion Branch 58 requesting consideration of Property Tax relief. The policy allows for these exemptions for a period of ten years. This would be the third year of exemption (the first two years were 1994 and 1993). The audited financial statements supplied by the Legion are for the years ending May 31, 1998 and 1997. The financial statements indicated that there were operational losses before depreciation for both years - see summary below.

	1998	1997
Audited Financial Statements Surplus (Deficit)	(\$44,866)	(\$15,669)
Add: Depreciation	<u>\$20,294</u>	<u>\$21,362</u>
Adjusted Surplus (Deficit)	<u>(\$24,572)</u>	<u>\$ 5,693</u>
City's Share of Taxes	<u>\$12,575</u>	<u>\$ 12,954</u>
Eligible Amount of Relief (Lesser amount of adjusted deficit or City's share of taxes)	<u>\$12,575</u>	<u>\$0</u>

As indicated above the Legion would only be eligible for funding for 1998. Applying the exemption policy the amount would be the amount of the Municipal portion of the taxes being \$12,575 as the lesser amount between the adjusted operating position and the City's share of the taxes.

.cc John Clarke, President, Royal Canadian Legion Branch 58
Brad Moffat, C.A. Guyatt Wood + Moffat

CITY OF HAMILTON
- RECOMMENDATION -

4. (b.)

DATE: 1998 October 26

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
General Manager, Finance

SUBJECT: Post Audit Letter – Recommendations and Comments Concerning
Accounting Systems, procedures and Controls for the Year Ended
1997

RECOMMENDATION:

That the 1997 Post Audit Letter containing observations and recommendations concerning the city's accounting systems, procedures and controls and subsequent management action be accepted.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

During the course of 1997, the financial statement was audited by McGillivray Partners, the City's external auditors, who employed various auditing techniques to verify and to obtain evidence with which to express an opinion on the accuracy of the statements.

No new items have been raised for the 1997 audit. A status update on previous years comments are attached.

MBCS:jc
ATT.

<u>OBSERVATION</u>	<u>RECOMMENDATIONS</u>	<u>MANAGEMENT COMMENTS</u>
LOAN PROGRAMS		
(H.R.I.P., Community Heritage Fund Program, and Termite Control Loan Program)		
<u>Previously reported Matters</u>		<u>1997 Comments</u>
These programs consist of loaning funds to Homeowners for various specific purposes. As Such, the only assets which the city should have recorded are Principal Receivable and Advances on Loans not finalized. Currently there are other amounts recorded as assets and liabilities (e.g. write-off, advances from province, receipts transferred to be reloaned, provincial and municipal grant portions) which should have been recorded through the appropriate reserves.	Adjustments should be made to record the loan program asset accounts at their appropriate amounts. As well, a review of the current system should be done to ensure that similar adjustments will not be required in the future.	Agreed – This item was agreed to in 1996 but time constraints did not permits the required analysis and entries. It will be done in 1997.
		<u>1998 Comments</u>
		Time constraints did not permit this to be done in 1997. Staff will attempt to complete for 1998 year end.

OBSERVATION

ALLOWANCE FOR DOUBTFUL
ACCOUNTS

Previously reported Matters

The allowance for doubtful accounts on recorded accounts receivable is not reviewed on a regular basis to assess its adequacy.

RECOMMENDATIONS

On a regular basis the recorded accounts receivable should be reviewed by management and an accurate allowance for those that are deemed to be uncollectible should be recorded via journal entry into the trial balance. Also, it is recommended that all balances allowed for from the various accounts be reallocated to a suspense account in order to keep control over them.

MANAGEMENT COMMENTS

1997 Comments

This item was addressed by Management last year. It was determined that annual review of the allowance for doubtful accounts is sufficient and is consistent with how this allowance is reviewed by most Ontario municipalities. No additional action is required.

1998 Comments

Same as 1997.

OBSERVATION

RECOMMENDATIONS

MANAGEMENT COMMENTS

AUDIT ADJUSTMENTS

Previously reported Matters

All adjustments which come about as a result of the audit are recorded as adjustments to the financial statements only, and are not recorded in the records of the City.

These adjustments should be recorded in the records via journal entry so that the books are kept up to date with all information that comes about as a result of the Audit.

1997 Comments

This item was addressed in 1996. Consistent with Ontario Municipalities, certain items like allowance for doubtful accounts and allowance for Expropriation and insurance claims are set up as reserves. They are only set up as a liability after Council approval has been received.

1998 Comments

Same as 1997.

OBSERVATION

RECOMMENDATIONS

MANAGEMENT COMMENTS

AUDIT COMMITTEE

Previously reported Matters

The City currently does not have an Audit Committee or equivalent body who is responsible for oversight of the financial reporting process.

Although not required to have an Audit Committee, such a committee would ensure that reporting matters and audit observations are reviewed and dealt with on a timely basis.

1997 Comments

The Finance and Administration Committee is also the Audit Committee. Last year, Committee decided to continue in this manner.

1998 Comments

Same as 1997.

CITY OF HAMILTON
- RECOMMENDATION -

5.

DATE: 1998 October 21

OCT 23 1998

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Lease – 50A Jackson Street West, Canadian Football Hall of
Fame Building to the Hamilton Public Library

RECOMMENDATION:

- (a) That the Corporation of the City of Hamilton enter into a lease at 50A Jackson Street West with the Hamilton Public Library for a five (5) year period commencing 1998 December 1; and,
- (b) That the lease for the above space contain the following terms and conditions:
 - (i) Premises: The leased premises are located in the basement of 50A Jackson Street West, and comprises 1,240 square feet (formerly occupied by the Hamilton Press Club) and is to be used as storage space;
 - (ii) Term: Five (5) year term commencing on 1998 December 1;
 - (iii) Rent: \$6.50 per square foot (net) \$8,060 per annum, \$671 per month;
 - (iv) Leasehold Improvements: The Hamilton Public Library will be responsible for all leasehold improvements;
- (c) That the Mayor and City Clerk be authorized and directed to execute a short term Lease Agreement in a form satisfactory to the City Solicitor.

M. G. Smith
City Clerk

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The annual rent of \$8,060 or \$671 per month will be credited in its entirety to the Hall of Fame as there is no realty tax deduction.

BACKGROUND:

On 1996 September 24, the Finance and Administration Committee adopted the following resolution:

"that the Canadian Football Hall of Fame and Museum Management Board be authorized to negotiate the leases, with the assistance of the Director of Property, for the Hamilton Employees Credit Union and the Press Club's use of the property at 50 Jackson Street West"

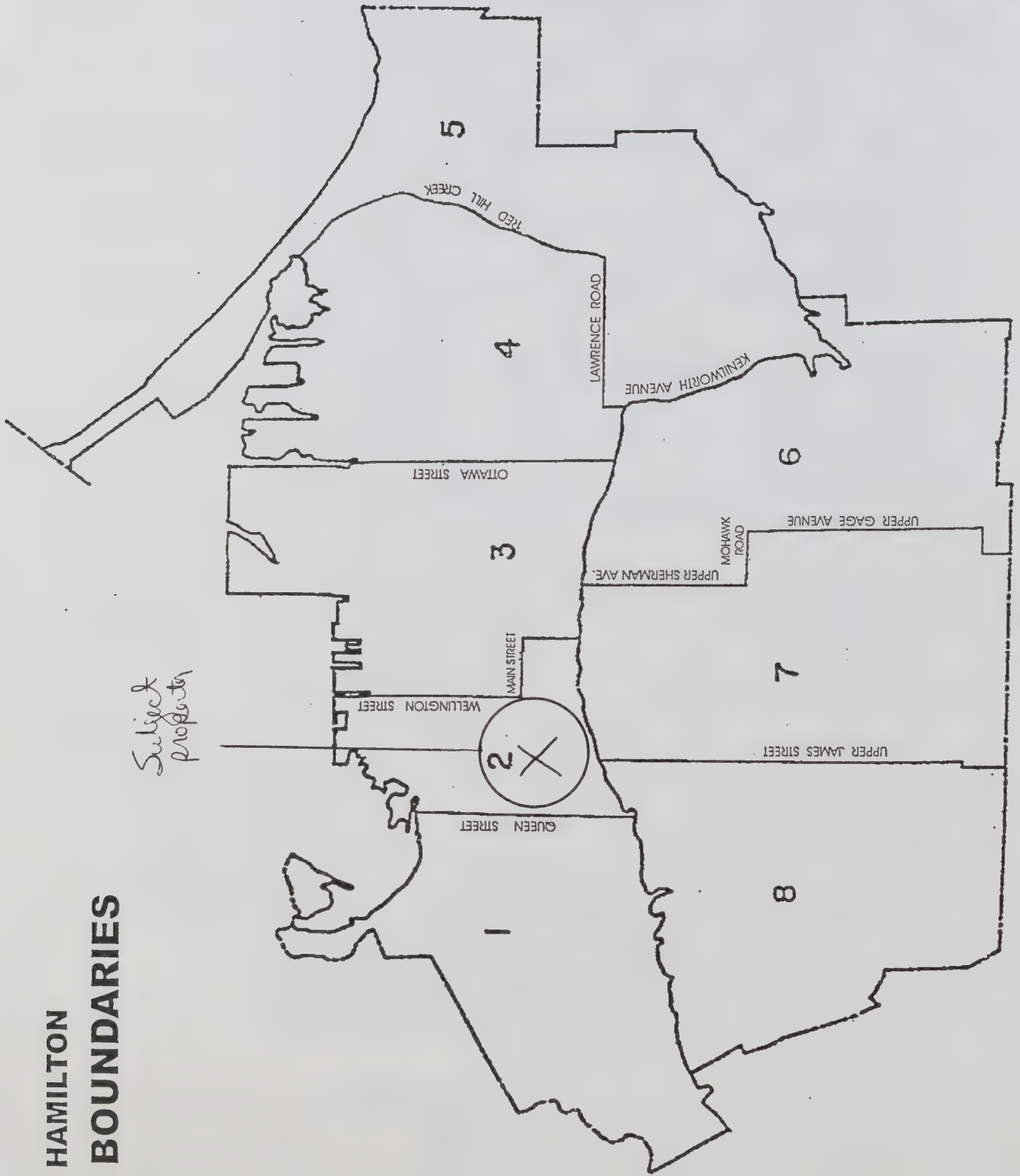
The Hamilton Public Library expressed a wish to lease space in the basement area of the Football Hall of Fame for storage. The rental rate of \$6.50 per square foot includes heat, hydro, water and the Library is exempt from taxes.

The Canadian Football Hall of Fame and Museum Management Committee meeting of 1998, October 5, approved the tenant and the lease terms which terms are contained in the aforesaid recommendation.

RJH/nw

c.c. P. Noé Johnson, City Solicitor
Attention: J. Davidson
A. Ross, General Manager, Finance
Attention: T. Daw
Attention: L. Friday
Attention: R. Camani
J. Smith, Managing Director, Canadian Football Hall of Fame

CITY OF HAMILTON WARD BOUNDARIES



CITY OF HAMILTON

- INFORMATION -

6. (a.)

DATE: 1998 October 20

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: W. H. Shoemaker
Fire Chief

SUBJECT: Fire Underwriters Survey

W. Shoemaker

BACKGROUND:

In 1996, a survey of the fire defences of the City of Hamilton was conducted by Fire Underwriters Survey for fire insurance classification purposes. On 1997 April 8, the Fire Underwriters submitted their analysis of this survey to the City of Hamilton for consideration by the Administration.

At the time of the survey, the City of Hamilton was described as "*a very good Class 2*" (in the Insurance Bureau of Canada's 10 Class Commercial Grading System), and was in fact very close to becoming Canada's second Class 1 City. Despite the staffing reductions that were initiated in 1994, the Department was able to maintain its' commercial classification of Class 2 through improved training, apparatus, maintenance programs, and new communications facilities. However, the Fire Underwriters were concerned that any further reductions would seriously affect the Department's ability to respond promptly and adequately to serious situations, especially in the lower area of the City and would likely lead to a reduction in the Commercial Classification.

In regards to the specific comments and recommendations made by the Fire Underwriters Survey in their 1997 April 8 report, the Department offers the following comments:

Water Supply

The recommendation concerning the increase in the valve inspection frequency was forwarded to the Regional Environment Department of the Regional Municipality of Hamilton-Wentworth for their consideration. At the present time, the Regional Environment Department has been researching an appropriate multi-level valve maintenance program for the 20,000 valves that are present in the water distribution system. Once this research has been completed, the Regional Environment Department will be requesting funding for the valve maintenance program during the 1999 Current Budget deliberations.

Fire Department

The survey comments on the reduction in staffing levels which resulted in two Pumps, two Aerial Ladder Trucks, and an emergency car being put out of service and replaced with two Quints. As mentioned previously, the report indicated that any further reductions would seriously affect the Department's response capabilities and would likely lead to a reduction in the Commercial Classification.

Since the time of the 1996 survey, the Fire Department's strength has been reduced by five in 1997 and a further eight in 1998. Unfortunately, the Fire Underwriters have indicated that these reductions will likely lead to a reduction in the insurance rating to a Class 3.

Training Division

The Department concurs with the assessment that training programs are well planned and implemented with very good use being made of the facilities at the Simulated Fire and Rescue Complex. With reference to the comment made by the Fire Underwriters that "*the general condition of the property appears to have deteriorated*", the Department does not agree with this statement. Maintenance funds have recently been used for fire building interior maintenance and other 'not readily visible' repairs. Exterior painting is also being scheduled. Therefore, the Department believes that this issue has been adequately addressed.

Communications Division

Consideration is presently being given to the level of staffing and/or alternative scheduling arrangements in the Communications Centre. The staffing issues for the Communications Division have been exacerbated with the significant increase in call volumes that have occurred over the past year. A more comprehensive review of the staffing requirements will be undertaken with the up and coming implementation of a Computer Aided Dispatch (CAD) system.

Mechanical Division

The Fire Underwriters Survey recognizes that this Division provides a first rate, cost effective maintenance program for the apparatus and equipment used in the Department. Further, this Division provides continuing cost savings to the City in many areas, including repairs and sizing of firefighter clothing. In light of these efficiencies, the Department will continue to pursue those quality improvement initiatives that will serve to further enhance the level of service provided by this Division.

Fire Prevention

The Department concurs with the comment regarding *"the City's citizens are well provided with information and fire safety knowledge."* With the implementation of the Fire Protection and Prevention Act, the Department intends to continue its efforts in this regard.

Fire Fighting Division

As stated previously, the Department agrees with the Fire Underwriters opinion that any further reductions in the Firefighting Division will seriously affect the Department's ability to respond promptly and adequately to emergency situations. Therefore, the reduction of eight positions in 1998 presents some significant challenges for the Department to continue to provide the same level of service that was provided in 1997. In the short term, the Department has continued to adequately staff and keep all firefighting apparatus in-service through the use of a callback system of off duty firefighters. However, this strategy is only a short-term measure and is very costly to maintain.

The Department is pursuing efficiencies with regards to the scheduling of vacations and attendance management to deal with short term absences that negatively impact on the Department's ability to staff firefighting apparatus. In spite of these efficiencies, it will still be extremely difficult to maintain the same level of service and not remove any vehicles from service unless the staffing issue is revisited.

The Department will be unable to locate an Aerial Ladder Truck at the Kenilworth Street North fire station, as recommended in the report, until the station is rebuilt. Unfortunately, the timing and amount of funding that was approved in the Capital Budget process this year will delay this recommendation from being implemented.

Station 8, located at Woodward and Melvin Streets, is receiving minor renovations under an approved "Infrastructure Project" that will allow for the location of a more modern piece of firefighting apparatus within this station. It is anticipated that the renovations to this station will be completed by May of 1999.


Given the foregoing, it may be prudent for the City of Hamilton to request the Actuarial Division of the Fire Underwriters Survey to perform an actuarial assessment and analysis of the insurance implications of the City of Hamilton moving from a Fire Underwriters Survey (FUS) Grade 2 to a FUS Grade 1 or FUS Grade 3. This analysis would help City Council to arrive at an informed decision regarding resource allocation decisions for the City of Hamilton Fire Department.

CITY OF HAMILTON
- INFORMATION -

6. (b.)

DATE: 1998 October 20

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: W. H. Shoemaker
Fire Chief 

SUBJECT: Hamilton Fire Department Staffing / Safety Issues

BACKGROUND:

At the 1998 July 07 meeting of City Council, the following motion was made:

“That the Fire Chief report back within one month with respect to any issues of safety relative to the staffing complement of the Department including a detailing of the number and circumstances of instances of safety, if any. In addition, the report is to contain specifics relative to how the Hamilton Fire Department compares to other fire departments”.

In assessing the current level of service provided by the Hamilton Fire Department and determining whether there are corresponding safety issues, several observations were made. An overview of these observations will be presented in the discussion that follows with a more detailed discussion contained in the report that has been included as *Attachment #1*.

Before these observations are discussed, two general comments must be made. First, it is often difficult to ascertain whether there have been instances of safety since the Department has not historically monitored this issue. In addition, issues related to safety are also difficult to measure. Second, it must also be recognized that there may have been situations where the public and firefighters were placed at greater risk, despite the fact that nothing adverse had occurred. For example, there may not have been an occurrence of a serious fire during a period when apparatus was out of service due to staffing shortages. However, this did not remove the potential harm that could have resulted if in fact this type of fire would have occurred.

When considering all of the reported work related injuries sustained by firefighters while at emergency scenes, the first observation made is that the number of injuries per firefighter has been increasing. Although it is difficult to prove whether this increase in the number of these injuries is directly attributable to the staffing reductions that have occurred within the Hamilton Fire Department, the research indicates there is a strong correlation between the number of

firefighters that arrive at the scene of a fire within a critical time period and the number of injuries that occur. Therefore, it is reasonable to conclude that there will be an increase in the firefighter injury rate with any further reductions in firefighting personnel.

Emergency response times in the field for all emergencies are longer in duration than the estimated times in the Hamilton Fire Plan. The "Fire-Router" computer simulation program was used to assess the fire response capability of the Hamilton Fire Department by Dillon Consulting Associates for the Hamilton Fire Plan. This computer simulation adjusted response times for "fire risk zones" and assessed response capabilities for fire protection for only this variable. It did not take into consideration the various emergency response services that the Hamilton Fire Department is required to supply.

For medical defibrillation calls, the response capability must be equal for all areas of the City regardless of fire risk. For example, people live in low fire risk zones as well as in high fire risk zones and an equal demand can be placed on the response capability. Residential areas are low fire risk according to the Fire-Router simulation, yet remain a high risk for medical response.

The Hamilton Fire Department is not achieving the industry standard of responding within five minutes or less, 90% of the time, in seven of the eight Wards in the City. Ward 2 is the only Ward where this standard is being presently met (91%). Again, it is reasonable to expect that further reduction to fire suppression resources can only further distance the Hamilton Fire Department from meeting its objective of effective arrival time for both citizen and firefighter safety.

The Department will also not achieve the industry standard of 15 firefighters on-scene within eight minutes if further staff reductions are made to fire suppression resources. With the recent reduction of eight firefighter positions and the proposed elimination of a Rescue Unit from the lower City, the response district for the remaining lower City Rescue Unit will double. This will cause response time to increase as the travel distance to emergency scenes increases. Again, this detracts the Department from achieving the National Fire Protection Association standards for public and firefighter safety.

Comparisons with fire departments in other cities are difficult. This is especially true when addressing the particular risks that different communities may have to protect such as: industrial base, topography (escarpment essentially divides the City in two), transportation systems, harbors, railways, commercial / residential construction, hospitals, institutions, and demographics. As stated in the Ontario Fire Marshal's Office report on fire ground staffing, it is recognized that fire department effectiveness, the level of service provided to the community and firefighter safety are inextricably linked. Further, it is the municipal council who determines the resources that will be provided to its fire department. While the fire department has an obligation to utilize those resources to provide the highest possible level of service which can be safely and effectively delivered to the community, the total fire ground staffing for a municipality must reflect the individual community's circumstances and the types, age, size and distribution of risk.

In the City of Hamilton Master Fire Plan, Dillon Consulting drew comparisons for municipal fire departments. Its conclusions were that Hamilton's costs for fire suppression were well within the range of costs for other comparable cities. The cost per household ranged from \$177 to \$305 and the per capita costs from \$68 to \$151. The cost of fire services in Hamilton was reported as \$230 per household and a per capita of \$97. While these comparisons are based on 1995 values, it does offer an opinion that Hamilton's costs for fire suppression were well within the range of costs for other comparable cities. Since 1995 there have been cuts to the Hamilton Fire Department levels of suppression strength. In 1997 there were 13 less firefighters than that of 1995, the budget was reduced accordingly and cost per household and per capita decreased.

As a benchmark for consideration statistically, the City of Hamilton was compared with the Ontario Fire Marshal selected communities designated as being close with Hamilton. City populations vary, with Hamilton being very close with London and Ottawa in particular. In respect to the number of suppression firefighters, Hamilton is just above London by 10% but has only 67% of the firefighters in comparison with Ottawa's Department. Again, when making comparisons, one must keep in mind the different variables each community is faced with in assessing its risk factors.

A comparison of the 1997 value of "Firefighters per 1,000 Population" was also made and revealed that Hamilton was in the midrange for the compared fire departments. Hamilton also had the 3rd largest volume of emergency response calls in the province. For example, the City of Mississauga peaked at 19,013, the City of Ottawa at 18,097 and the City of Hamilton at 16,215. The next closest department was listed as Kitchener at 6,866. Finally, the City of London, with a population base comparable to Hamilton, only responded to a total of 5,601 emergency calls. When comparing the number of calls per firefighter, the City of London is 17.3 calls per firefighter, while the City of Hamilton is 41.5. Again, the City of Hamilton's rate is the 3rd highest in comparison.

The number of emergency alarm responses for Hamilton Firefighters has continually risen as the number of fire suppression personnel has been decreased. In 1991, each firefighter responded to an average number of 32 calls. This had grown to 41.5 in 1997 and is projected to reach 58.5 for 1998. This will reflect an overall increase of 55% in the emergency response workload.

Donal Baird, co-author of the Hamilton Fire Plan (1996) with Dillon Associates, was quoted in a 1996 article in "Fire Fighting In Canada" that comparison with other department are "odious." Specifically he mentions that *"no one is more keen on finding some sort of measuring stick in this way than municipal governments. And it is especially true when they have to make decisions on something so elusive for them as fire department strength and resources needed. The question always comes up. 'What is such and such city doing on this? There have been numerous cases in recent years where comparisons of fire departments have been used, innocently enough, with false interpretations and conclusions. With the recent use of the strategic planning process in many cities, these comparisons have inevitably been made'".* In conclusion, comparisons between various cities must be used with a great deal of caution as the fire risk associated with each community can significantly differ. The level of fire department

resources provided within the City of Hamilton must therefore reflect the greater fire risk that is present within the City as compared with the situation found in other comparable cities.

Finally, the City of Hamilton was reviewed by the Insurance Advisory Organization in 1996 through the Fire Underwriters Survey and was given a very good Class 2 rating. Had it not been for the previous staffing reductions that occurred within the Fire Suppression Division, the City of Hamilton would have been very close to becoming the second city within Canada to achieve a Class 1 rating. It is important to note that this does not mean that the City of Hamilton is the second highest rated department in the country since there are other departments who have also achieved a Class 2 rating. However, the Fire Underwriters Survey report states that any further reductions within the Fire Suppression Division will seriously affect the Hamilton Fire Department's ability to respond promptly and adequately to serious situations. This is especially true in the lower area of the City (Wards 1 to 5 inclusive). As well, this will likely lead to a reduction in the commercial classification from Class 2 to Class 3 which in turn, affects the rates paid for insurance coverage by all residential and commercial customers. It is indicated in the report that this cost increase would be approximately 15%.

WHS/nr
Attachment

CITY OF HAMILTON
- RECOMMENDATION -

6. (c.)

DATE: 1998 October 22

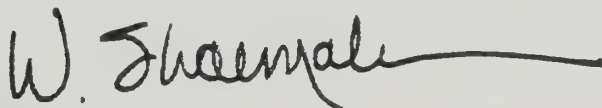
REPORT TO: Mrs. S. Reeder, Secretary
Finance and Administration Committee

FROM: W.H. Shoemaker
Fire Chief

SUBJECT: Purchase of Two (2) Triple Combination Pumpers and One
(1) Rescue Unit

RECOMMENDATION:

- a) That a purchase order be issued to Almonte Fire Trucks Ltd., Carleton Place, Ontario, in an amount not to exceed \$1,257,936.94 including all applicable taxes, for the supply and delivery of two (2) Triple Combination Pumpers and one (1) Rescue Unit, in accordance with the specifications issued by the Purchasing Division and the vendor's tender. This bid is the lowest acceptable bid received; and,
- b) That the Mayor and City Clerk be authorized and directed to execute the above mentioned contract in a form satisfactory to the City Solicitor; and,
- c) That the shortfall of net cost after GST rebate and trade-in/disposal of the vehicles in the amount of \$117,000 (\$1,170,000 less \$1,053,000 as authorized in the 1998 Capital Budget) be financed by a transfer of funds from Current Budget Account CH 54110 - 48005; and,
- d) That the Account Centre CF 489851036 Vehicle/Apparatus Replacement be revised from \$1,053,000 to \$1,170,000 noted above as authorized cost; and
- e) That this expenditure be charged to Capital Account CF 5531 489851036 - Vehicle/Apparatus Replacement.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The amount shown above in the recommendation includes 7% GST. PST is not applicable. The net cost after GST rebate and trade-in/disposal of the vehicles being replaced will not exceed \$1,167,198.83. The budget for this purchase is \$1,170,000.

All purchasing policies and procedures have been followed and this recommendation is endorsed by the Purchasing Division. The recommended financing was prepared in consultation with the Treasury Department.

BACKGROUND:

The tender was advertised in The Hamilton Spectator and thirty-six companies were notified. Nineteen companies picked up the tender documents.

Eight bids were received on the vehicle portion of the tender. Six companies bid on the Hamilton Fire Department vehicles. Four bids were incomplete. The other complete bid was in the amount of \$1,583,298.26 including GST.

This financing arrangement is done for one time only and there are sufficient funds available in the Major Vehicle/Apparatus Replacement account.

WHS/RDJ/so

cc R. Fair, General Manager, Community Services
A. Ross, Treasurer
C. Rendell, Intermediate Buyer

CONSENT AGENDA

FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1998 November 3rd

1:30 o'clock p.m.

Room 233, City Hall

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

- (i) Minutes of the regular meeting held on Tuesday, 1998 October 6th
- (ii) Minutes of the special joint meeting of the City's Finance and Administration Committee and the Region's Environmental Services Committee

B. CITY CLERK

Declaration of surplus property – 234 Avondale Street

C. GENERAL MANAGER, FINANCE

Authorization to enter into extension agreements on specific properties for the payment of realty tax arrears

D. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

Information Items

Tuesday, 1998 October 6
1:30 o'clock p.m.
Room 233, City Hall

The Finance and Administration Committee met.

Present: Alderman D. Wilson, Chairman
Alderman D. Haining
Alderman A. Horwath
Alderman B. Charters
Alderman B. Kelly
Alderman C. Collins
Alderman M. Caplan

Regrets: Mayor R. M. Morrow – City business
Alderman D. O'Sullivan - vacation

Also Present: A. Ross, General Manager, Finance
J. Schatz, City Clerk
P. Noé Johnson, City Solicitor
M. Watson, Real Estate
S. Hollowell, City Clerk's Office
J. Johnston, General Manager, Human Resources
T. Whitehead, Mayor's Office
Susan K. Reeder, Secretary

A G E N D A

1. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda, and approved the following:

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

The Committee was in receipt of the minutes of its meeting held on Tuesday, 1998 September 22nd.

The Committee approved these minutes as circulated.

B. GENERAL MANAGE, FINANCE

(i) Financing of Landscape Upgrades and Repairs to Aviary Space - Dundurn Castle

The Committee was in receipt of a report from the General Manager, Finance, dated 1998 September 22, respecting the above noted matter and approved the following:

That as referred to in Section 5 of the Ninth Report for 1998 of the Parks and Recreation Committee approved by City Council at its meeting on 1998 September 29th, the increased cost of restoration of architectural features – Historic Sites, Account Centre No. CF 719841062 from \$40,000 to \$65,000 by \$25,000 be financed by a transfer of excess funds from Capital Projects.

(ii) Financing of Removal of Fill placed on City-owned lands adjacent to 359 Hixon Road

The Committee was in receipt of a report from the General Manager, Finance, dated 1998 September 29, respecting the above noted matter.

The Committee approved the following:

That as referred to in Section 7 of the Ninth Report for 1998 of the Parks and Recreation Committee approved by City Council at its meeting on 1998 September 29th, the estimated cost of removing the fill on City-owned lands adjacent to 359 Hixon Road in the amount of \$21,000 be financed from the Reserve for Contingency Centre CH0115.

A. (i)

C. DIRECTOR OF INFORMATION SYSTEMS**(i) Replacement (used) Mainframe Laser Printer**

The Committee was in receipt of a report from the Director of Information Systems dated 1998 September 25, respecting the above noted matter, and approved the following:

- (a) That DP Consultants Inc. of Woodbridge, Ontario, provide a replacement used IBM Model 3160 laser printer and printing maintenance services for a 15 month period from 1998 October to 1999 December at \$8,610/month (the lowest of two proposals received); and,
- (b) That funding be provided from Account CH56605-26016 (Host Printing Equipment Rental).

(ii) Extension to Computer Leasing Agreement with IBM Canada Limited

The Committee was in receipt of a report from the Director of Information Systems dated 1998 September 25, respecting the above noted matter.

The Committee approved the following:

That the Mayor and the City Clerk be authorized to execute a 5 month extension (from 1998 July 30th to 1998 December 31st) to the Master Lease Agreement for leasing services with IBM Canada Limited and that the agreement be in a form satisfactory to the City Solicitor.

D. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE – Information Items

The Committee was in receipt of a report from the Secretary of the Finance and Administration Committee dated 1998 September 30th, respecting Information Items.

The Committee approved the following:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Correspondence – FCM – Call for Resolutions – National Board of Directors Meeting – 1998 December 2 – 5 – letter dated 1998 September 4
- (b) Information Report – City Solicitor – Law Department Status Report as at 1998 July 31 – report dated 1998 September 16
- (c) Recommendation from the Commissioner of Public Works and Traffic to the Transport and Environment Committee – Construction of Concrete Sidewalk on the East side of Main Street West along the frontage of 1895 Main Street West – revised report dated 1998 September 17
- (d) Information Report – Commissioner of Human Resources – Human Resources Centre Status Report as at 1998 July 31 – report dated 1998 September 14
- (e) Information Report – Treasurer – Treasury Department Status Report as at 1998 July 31 – report dated 1998 September 18
- (f) Information Report – Director of Culture and Recreation – Copps Coliseum – NHL Pre-Season Game – report dated 1998 September 22
- (g) Information Report – Building Commissioner – Business Licence Application Forms – report dated 1998 September 23

- (h) Information Report – City Clerk – City Clerk's Department Status Report as at 1998 July 31 – report dated 1998 September 29
- (i) Information Report – Director of Information Systems – Information Systems Department Status Report as at 1998 July 31 – report dated 1998 September 28
- (j) Correspondence – Ministry of Education and Training – School Tax Payments for the remainder of 1998 – memorandum dated 1998 September 23
- (k) Correspondence – Letter of Resignation – Fire Chief W. Shoemaker – letter dated 1998 September 21

2. **MAYOR ROBERT M. MORROW - Consideration of various 1998 General Grants referred to the Mayor's Office**

The Committee was in receipt of a report from Mayor R. M. Morrow dated 1998 October 1, respecting the above noted matter, and approved the following:

- (a) That the 1998 Grant recommendations with respect to the various outstanding 1998 General Grants which were referred to the Mayor's Office and as summarized on the Schedule attached herewith and marked as Appendix "A", be approved; and,
- (b) That the recommended total grants in the amount of \$6,000 be funded from the 1998 unallocated general grant funds account CH5a049 20016.

3. **GRANTS CO-ORDINATOR - Outstanding 1998 Capital Grants**

The Committee was in receipt of an information report from the Grants Co-Ordinator dated 1998 September 29, respecting the above noted matter.

The Committee agreed to receive and take no action on this matter.

4. **CITY CLERK**

(a) **Declaration of Surplus Property/Sale - .3 metre Reserve, Meaford Drive**

The Committee was in receipt of a report from the City Clerk dated 1998 September 23, respecting the above noted matter.

The Committee approved the following:

- (a) (i) That the .3 metre reserve abutting the easterly limit of Meaford Drive, be declared surplus to the requirements of the City of Hamilton in accordance with the Real Property Sales Procedural By-law No. 95-049; and,
- (ii) That the Real Estate Division be authorized and directed to sell the .3 metre reserve in accordance with the Real Property Sales Procedural By-law No. 95-049; and,
- (b) (i) That an Offer to Purchase the one foot reserve abutting the easterly limit of Meaford Drive for the price of \$2, executed by Sabatino Manganiello, on 1998 September 16, be accepted. This .3 metre (one foot) more or less, reserve, being more specifically described as Parts 2 and 5 on Reference Plan 62R-14585, said transaction scheduled to close on 1998 November 20. Funds derived from this sale be credited to Account No. CH 4X501 00102 (Reserve for Property Purchases (Sales)); and,
- (ii) That the City Clerk be authorized and directed to execute and issue a Certificate of Compliance in the form prescribed pursuant to Section 193 of the Municipal Act incorporating the following:

Finance and Administration Committee -4- Tuesday, 1998 October 6

- (1) Satisfactory notice has been given to the public of the intended sale; and,
- (2) No appraisal of the fair market value of the real property intended to be sold has been obtained as .3 metre reserves are exempt from appraisal requirements of Section 193 of the Municipal Act; and,
- (iii) That the Mayor and City Clerk be authorized to execute any and all documents and/or notices required by applicable legislation in a form satisfactory to the City Solicitor.

(b) Advance Funding Program – Ontario Lottery Corporation

The Committee was in receipt of a report from the City Clerk dated 1998 September 16, respecting the above noted matter.

The Committee agreed to amend the recommendation by replacing "Review Group" with "Grants Process Group".

The Committee approved the following resolution as amended:

- (a) That the Grants Process Group review all applications received for funding under the Advance Funding Program of the Ontario Lottery Corporation; and,
- (b) That a deadline of 1998 October 30 be established and advertised for the receipt of applications for funding under the Advance Funding Program; and,
- (c) That the Grants Process Group review all applications received for funding under the Advance Funding Program and prepare the roster of charities and the level of funding each one should receive, for submission to the Finance and Administration Committee.

ADDED – HAMILTON HARBOUR UPDATE

Alderman Charters spoke to the Committee with respect to recent events on the Hamilton Harbour and the Letters Patent for a new Port Authority. He indicated that by the end of October there should be a Draft Letters Patent prepared.

The City Solicitor indicated to the Committee that the City has been served with the defense by the Harbour in response to the City's lawsuit. It was agreed that the City Solicitor would make this document available to members of Council.

It was indicated that under the new legislation for a Port Authority, that the City representative might not be a person from Hamilton.

Further to this discussion, the Committee approved the following resolution for presentation to City Council:

- (a) That Hamilton Area M.P.'s be invited to a Committee of the Whole meeting to hear the City's concerns with respect to the Hamilton Harbour and the new Port Authority structure.
- (b) That the City advise the Federal Government that the municipal representative on the new Port Authority be from Hamilton.

ADDED – ALDERMAN CHARTERS – POSSIBLE TRAVEL TO OTTAWA IN CONNECTION WITH HARBOUR ISSUES

Alderman Charters indicated to the Committee that in his capacity as the City's liaison with the Federal Government in the drafting of the Letters Patent of the Hamilton Port Authority, he may need to travel to Ottawa.

The Committee agreed that in keeping with the City Council motion of 1998 January 27th, (Section 19 the Third Report for 1998 of the Finance and Administration Committee), outlining "That staff and resources be made available to Alderman B. Charters in his role as the City's liaison with the Federal government in the drafting of the Letters Patent of the Hamilton Port Authority;" that this previous Council motion would serve as the Travel authorization for Alderman Charters.

IN CAMERA

The Committee then moved to an In Camera session to discuss matters of a Private and Confidential nature.

REGULAR SESSION

The Committee then moved back into regular session.

6. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,

ALDERMAN D. WILSON, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE


Susan K. Reeder

Secretary

1998 September 22

1998 October 13

Appendix "A" referred to in Section 5 of
the NINETEENTH Report of the
Finance and Administration Committee
for 1998

**1998 GENERAL GRANT
REFERRALS**

Exhibit 1

ITEM	NAME OF ORGANIZATION	1998 GRANT REQUEST	1998 GRANT RECOMM- ENDATION
1	<u>*Note 3 – Refer to the Mayor's Office</u> The Canadian Red Cross Society - Jazz Wine & Romance	\$5,000	0
2	The Hamilton Beach Preservation Committee - To assist in 175 th anniversary celebration	\$5,000	\$2,000
3	Hamilton Board of Education City-Wide Choir - To help defray operating costs	\$4,600	\$2,000
4	Serbian Folklore Ensemble "KOLO" - for general operating costs (Subject to F/S)	<u>\$7,500</u> <u>\$22,100</u>	<u>\$2,000</u> <u>\$6,000</u>
5	<u>*Note 4 – Refer to the Mayor's Office, Economic Development and Recreation Departments</u> Earth Day Hamilton - general operating	\$96,340	0
6	Hamilton Music Scene '98 - expenses	<u>\$174,134</u> <u>\$270,474</u>	0

*Notes refer to the recommendations of City Council with respect to the 1998 General Grants as approved by Council April 16, 1998.

Tuesday, 1998 October 20th
6:30 o'clock p.m.
Room 233, City Hall

A. (ii)

A Joint Meeting of the City Finance and Administration Committee and the Regional Environmental Services Committee was held.

Present:

Alderman D. Wilson, Chairman
Alderman D. O'Sullivan, Vice-Chairman
Mayor Robert M. Morrow
Alderman D. Haining
Alderman A. Horwath
Alderman B. Charters
Alderman B. Kelly
Alderman C. Collins
Alderman M. Caplan

Also Present:

Alderman F. D'Amico
Alderman R. Corsini
Alderman T. Anderson
Alderman B. Morelli
F. Eisenberger, Chairman, Regional Environmental Services Committee
R. Powers, Vice-Chairman, Regional Environmental Services Committee
Mayor G. Etherington, Township of Glanbrook
Councillor M. Kiss
Councillor G. Copps
D. Lychak, City Manager
R. Fair, General Manager, Community Services Division
B. Desnoyers, Culture & Recreation Department
A. Ross, General Manager, Finance Division
L. Gohier, Acting Commissioner, Regional Environment Department
B. Pearce, Regional Environment Department
P. Barkwell, Law Department
P. Hooker, Law Department
S. Hollowell, Acting City Clerk
Susan K. Reeder, Secretary, City Finance and Administration Committee
Lynda Sohol, Secretary, Regional Environmental Services Committee

A G E N D A

3.1 District Energy Study – Expressions of Interest and Class Environmental Assessment

The General Manager, Community Services gave a verbal presentation on the District Energy Study.

The Committees were in receipt of a joint report from the General Manager of the Community Services Division, City of Hamilton and the Acting Commissioner of Regional Environment Department, Region of Hamilton-Wentworth dated 1998 October 20th.

The Committees approved the following:

- (a) That the District Energy System Political Steering Committee be composed of Aldermen Bob Charters, Fred Eisenberger, Terry Anderson and Dave Wilson; and,

- (b) That, subject to receipt of confirmation of legal authority, or the process for obtaining such authority, for the District Energy System, the Steering Committee be:
 - (i) Authorized and directed to invite proposals, through an expression of interest, for the supply of energy; and,
 - (ii) Instructed to report to the City of Hamilton Finance and Administration Committee and Region of Hamilton-Wentworth Environmental Services Committee on its recommended choice of a supplier; and,
 - (iii) Authorized and directed to initiate, on behalf of Regional Council, a Class Environmental Assessment Process (master plan) for the District Energy System with specific emphasis on the energy transmission component; and,
- (c) That a managing interest for the District Energy System be established through control of the transmission system.

The Joint Meeting then adjourned and the City's Finance and Administration Committee continued in its meeting to give consideration to added items as follows:

ADDED – REQUEST FROM DAVID CHRISTOPHERSON, MPP, - HAMILTON CENTRE – City Support for his resolution respecting Provincial Downloading

The Committee was in receipt of a request received from David Christopherson, MPP, Hamilton Centre, to support a resolution which he will be presenting to the Ontario Legislative Assembly on 1998 October 21st.

The Committee approved the following:

That the City of Hamilton supports the resolution which will be presented by David Christopherson, MPP, to the Legislative Assembly respecting Provincial downloading as follows:

“That this House urge the Harris government to acknowledge the downloading of services and expenditures to Hamilton and Hamilton Wentworth is not revenue neutral and has in fact created an unacceptable crisis in local property tax increases and,

That this House urge the Harris government to acknowledge that:

Mike Harris and the Conservative Party of Ontario promised the citizens of Ontario fair and equitable taxation in the Common Sense Revolution, and property tax is an unfair and regressive form of taxation.

Mike Harris promised – in bold letters – on page five of the Common Sense Revolution “We will work closely with municipalities to ensure that any actions we take will not result in increases to local property taxes.”

Mike Harris also promised that the province's exchange of services and expenditures would be revenue neutral.

The Harris downloading has short-changed the citizens of Hamilton and Hamilton Wentworth by \$36.3 million per year forcing dramatic property tax hikes.

The Harris government's own figures confirm this \$36.3 million shortfall.

The eight year phase in of the Harris government's Business Education Tax has discriminated against Hamilton and Hamilton Wentworth by putting an additional \$17 million dollar burden onto local taxpayers.

The Province reneged on its original commitment to a three year Small Business Rebate Program, and will now only fund the program for one year.

Many of our citizens may lose their homes, businesses and jobs as a result of the drastic property tax increases foisted on local taxpayers by the Mike Harris government.

Any future downturn in the economy could potentially bankrupt the municipalities who must now bare the brunt of increased social service costs and responsibilities.

City and Regional councillors are being unfairly blamed and forced to explain these huge Harris tax hikes.

That this House urge the Harris government to immediately pay back to Hamilton and Hamilton Wentworth the \$36.3 million they have shortchanged our community, and

That this House urge the Harris government to eliminate the \$17 million dollar cost of their Business Education Tax by revoking the eight year phase in period and moving immediately to the provincial average, as well as reinstating their original three year commitment to the Small Business Rebate Program.

ADDED – THE HAMILTON & DISTRICT CHAMBER OF COMMERCE – Request to the City to purchase a 1/8 page space in the 1999 Hamilton and District Chamber of Commerce Greater Hamilton Business Directory and Buyer's Guide

The Committee was in receipt of correspondence from the Hamilton & District Chamber of Commerce received 1998 September 24th, respecting the above noted matter.

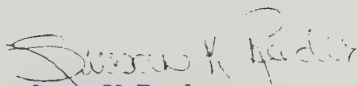
The Committee agreed to receive this request and take no action.

ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,

**ALDERMAN D. WILSON, CHAIRMAN
FINANCE AND ADMINISTRATION
COMMITTEE**


**Susan K. Reeder
Secretary
1998 October 20**

CITY OF HAMILTON
- RECOMMENDATION -

B.

DATE: 1998 October 27

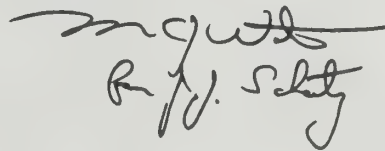
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Declaration of Surplus Property – 234 Avondale Street

RECOMMENDATION:

- (a) That the property at 234 Avondale Street be declared surplus to the requirements of the City of Hamilton in accordance with the Real Property Sales Procedural By-law No. 95-049; and,
- (b) That the Real Estate Division of the City Clerk's Department be authorized and directed to proceed to sell this property in accordance with the Real Property Sales Procedural By-law No. 95-049.


R. J. Schatz

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

By-law No. 95-049 requires all City owned lands not exempted by Ontario Regulation 815/94 to be declared surplus prior to sale.

BACKGROUND:

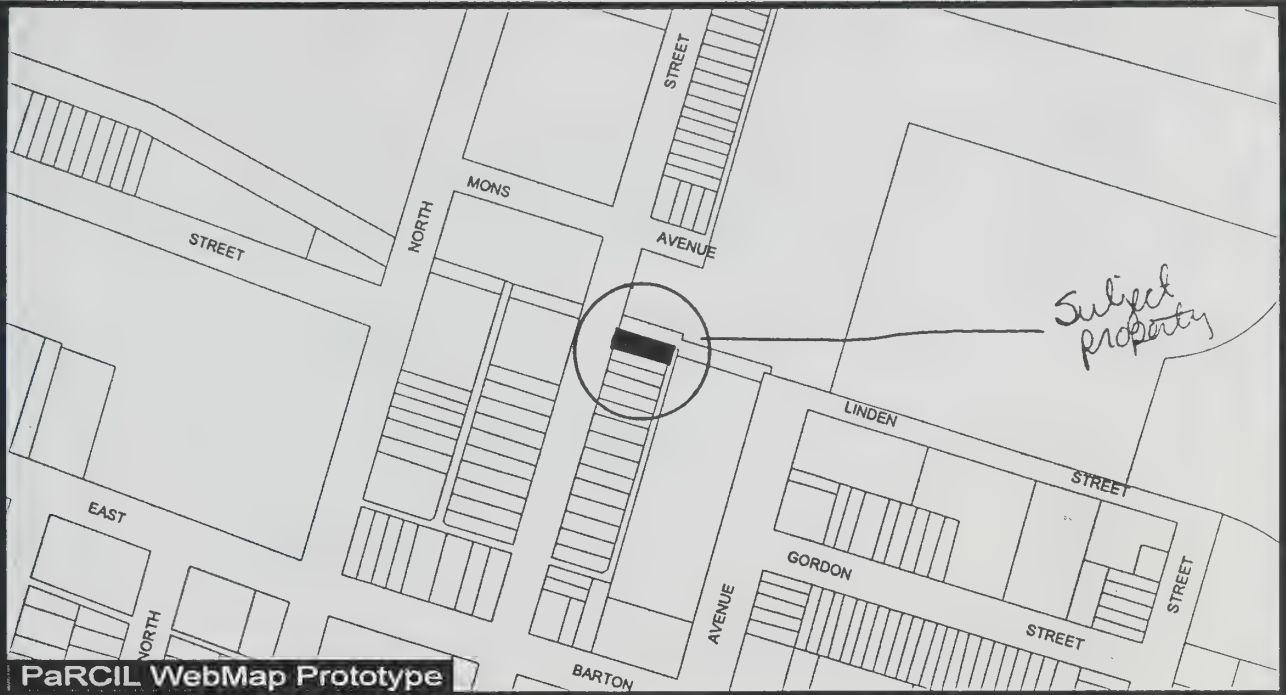
Effective 1995 January 1 the Municipal Act was amended by the Planning and Municipal Statute Law Amendment Act requiring municipalities to enact a By-law to establish procedures for the sale of real property owned by a municipality.

On 1995 February 14 City Council adopted Item 8 of the 5th Report of the Finance and Administration Committee and enacted the Real Property Sales Procedural By-law No. 95-049. Section 5(a) of this by-law declares that "Real property of the City shall not be sold unless it is surplus to the requirements of the City".

The subject property being recommended as surplus has a width of 23 feet and a depth of 90 feet, zoned "K" Heavy Industrial and was conveyed to the City on 1946 November 16 by Kraft Containers Ltd.. The property has been circulated to all City departments and there has been no declared municipal interest.

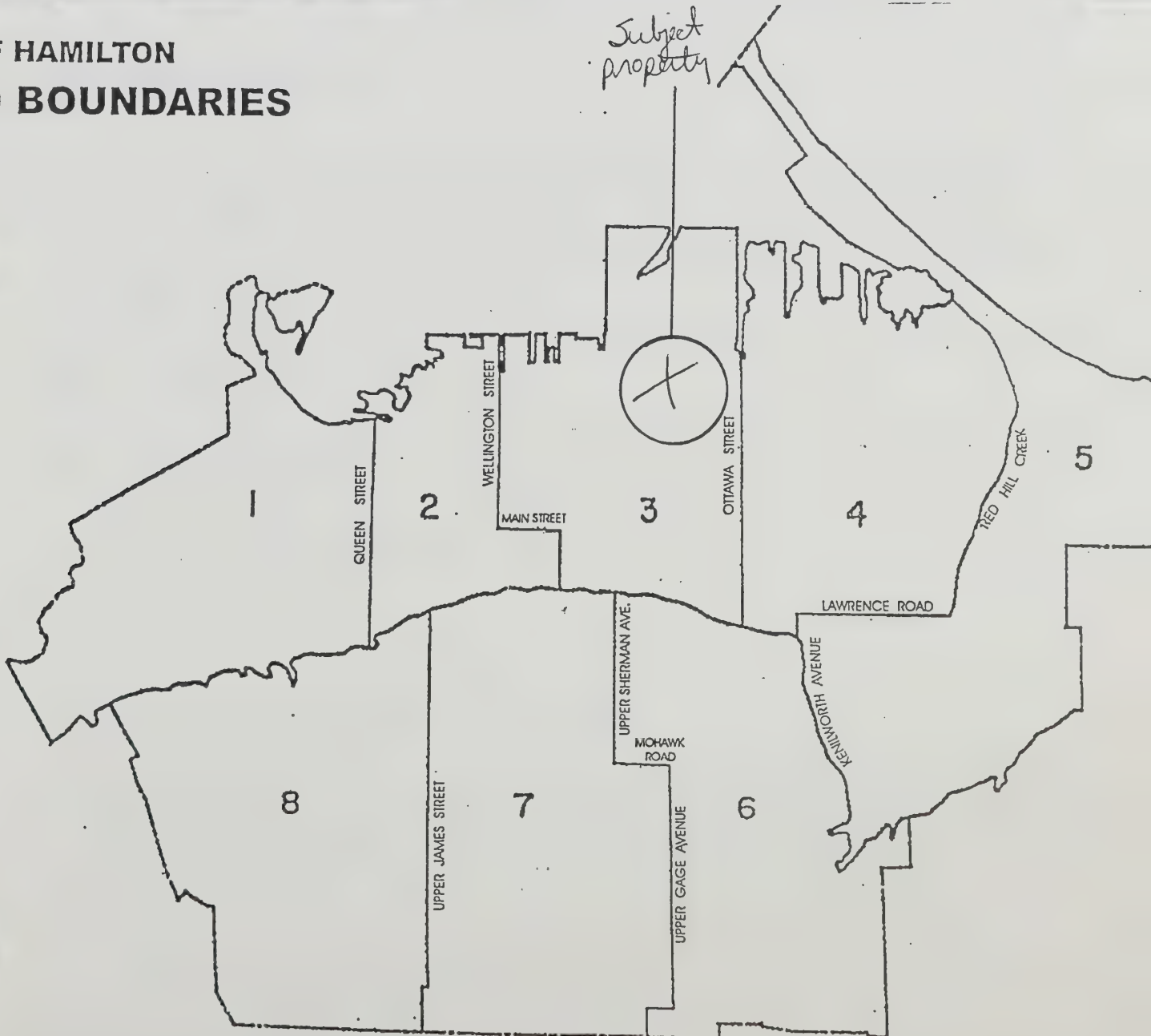
RJH/nw

c.c. Alderman, B. Morelli, Alderman, Ward 3
Alderman D. Haining, Alderman, Ward 3
P. Noé Johnson, City Solicitor



PaRCIL WebMap Prototype

CITY OF HAMILTON WARD BOUNDARIES



C.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 28 October, 1998

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Authorization to enter into extension agreements on
specific properties for the payment of realty tax arrears

RECOMMENDATION:

- (a) That the City be authorized to enter into Extension Agreements, if required, in a form satisfactory to the City Solicitor and the City Treasurer pursuant to Section 8 of the Municipal Tax Sales Act, with the owners as outlined in Schedule "A" to extend the time open for payment of realty tax arrears in accordance with the policy for extension agreements approved by City Council on June 28, 1994:
- (b) That the attached by-law to authorize the said Extension Agreements be enacted by Council.
- (c) That the Mayor and City Clerk be authorized to execute the aforesaid by-law and extension agreements.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The execution of the by-law and agreements, where required, will defer the City's right to sell the lands for tax arrears for a maximum period of 24 months; however, the City will be in receipt of regular monthly payments towards current and prior years arrears over the term of the agreements.

BACKGROUND:

Section 8 of the Municipal Tax Sales Act provides that the municipality, by a by-law passed after the registration of the tax arrears certificate and before the expiry of the one-year period for redemption, may authorize an extension agreement with the owner of the land extending the period in which the cancellation price is to be paid. On June 28, 1994, in accordance with this legislation, Council approved a policy authorizing the City to enter into extension agreements with taxpayers providing certain conditions were met.

The owner of a property which has been registered for tax arrears may request the City to consider an extension agreement at any time up to and including the final day on which the redemption period expires. Administratively, there may not be sufficient time to obtain the necessary Council approval of the by-law prior to this deadline. Accordingly, staff are requesting advance authorization for the City to enter into extension agreements, if necessary, with the owners of the above specific properties providing they meet the conditions outlined in the policy adopted by Council on June 28, 1994.

In certain instances when all of the conditions in the extension agreement policy are not met the Treasurer should be allowed the latitude to recommend an extension agreement be entered into if it is deemed to be in the best financial interest of the municipality. Under these circumstances a separate report would be provided to the Committee for deliberation and approval.

During the initial months of this repayment option it has been ascertained that operational time constraints, e.g. writing of reports, council approvals, make it necessary to have the authorization to enter into these extension agreements pre-approved. Accordingly, in the month that the legislated final notices for the tax registration process are mailed out (280 days from the registration date), a listing of all those properties for which the owners may wish to enter into an extension agreement will be forwarded to Committee and Council for approval. Owners who show an interest in entering into an extension agreement with the City prior to the mailing of the final notices, will be added to the monthly reports required.

/WDD

SCHEDULE "A"
EXTENSION AGREEMENTS

1)	PROPERTY ADDRESS SERIAL NUMBER REDEMPTION DATE	298 Hughson N. 02 01555 0730 September 29, 1999
2)	PROPERTY ADDRESS SERIAL NUMBER REDEMPTION DATE	4 Manning 07 08830 6900 July 27, 1999
3)	PROPERTY ADDRESS SERIAL NUMBER REDEMPTION DATE	26 Duncairn 08 09730 0200 July 27, 1999

THE CORPORATION OF THE CITY OF HAMILTON

BY-LAW NO.98-

TO AUTHORIZE AN EXTENSION AGREEMENT

FOR PAYMENT OF REALTY TAX ARREARS

WHEREAS the Municipal Tax Sales Act, R.S.O. 1990, c.M.60, (hereinafter referred to as the "Act"), states that the Council of a municipality may, by by-law, authorize an Extension Agreement with the owner of land in arrears of realty taxes in excess of three (3) years after the registration of a Tax Arrears Certificate and before the expiry of the one year redemption period;

AND WHEREAS the Municipal Tax Sales Act (section 8) states that the said Extension Agreement may extend the period of time, upon the terms specified therein, within which the Cancellation Price is to be paid;

AND WHEREAS, pursuant to the Municipal Tax Sales Act, the Treasurer did register a Tax Arrears Certificate indicating arrears of realty taxes in excess of three (3) years on the lands described in Schedule "A" annexed hereto,

AND WHEREAS, the said land is recorded by The Corporation of the City of Hamilton under the specific Tax Roll Serial Nos. indicated in Schedule "A" annexed hereto.

AND WHEREAS, The Owners of the lands described in Schedule "A" have requested that the City exercise its discretion to pass a bylaw to authorize an Extension Agreement to extend the period of time in which the Cancellation Price may be paid.

AND WHEREAS the one year period within which this by-law may be enacted will therefore expire on the days described as the redemption date of Schedule "A" attached hereto.

NOW THEREFORE the Council of the Corporation of the City of Hamilton enacts as follows:

1. (a) The time open for acceptance and the permitted payments of the Cancellation Price beyond the expiry of the said one year redemption period as set out in Schedule "A" are hereby authorized to be extended pursuant to an Extension Agreement.

(b) The owner of the land described in Schedule "A" may, on or before the redemption date, enter into the Extension Agreement with The Corporation of the City of Hamilton, and the Mayor and City Clerk are hereby authorized to execute the Extension Agreement on behalf of the City.
2. As provided in the Municipal Tax Sales Act, notwithstanding any other provision of this Extension Agreement, it is understood and agreed that while the Extension Agreement remains a subsisting agreement in good standing:

(a) that the Extension Agreement does not reduce the amount of the Cancellation Price.

(b) that the Extension Agreement does not prohibit any person from paying the Cancellation Price at any time.

(c) that any person may pay the Cancellation Price at any time.

(d) that the Extension Agreement terminates upon payment of the Cancellation Price by any person.

(e) that the Extension Agreement shall cease to be considered a subsisting Extension Agreement for purposes of section 9(2) of the Act, when and under what conditions set out in the Extension Agreement.

3. As also provided in the Municipal Tax Sales Act,

(a) while such Extension Agreement is in good standing, the period of such time shall not be counted in calculating the time within which the Cancellation Price may be paid.

(b) upon default by owner in complying with the Extension Agreement or any term thereof, the Extension Agreement shall cease and, (unless there remains time within which the Cancellation Price may be paid and is paid), the land shall be offered for sale by the Treasurer.

PASSED this 10th day of November 1998, A.D.,

CITY CLERK

MAYOR

D.

CITY OF HAMILTON
-RECOMMENDATION-

DATE: 1998 October 29th

REPORT TO: Alderman D. Wilson, Chairman & Members,
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary,
Finance and Administration Committee

SUBJECT: Information Items

RECOMMENDATION:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Correspondence – Minister of Municipal Affairs and Housing – Extension to the deadline for the repayment of money paid in June by the Province on municipalities behalf to the local school boards – letter dated 1998 September 30th
- (b) Information Report – General Manager, Finance – 1997 Audited Financial Statements – B.I.A.'s – report dated 1998 September 28th
- (c) Information Report – Fire Chief – Fire Department Status Report as at 1998 July 31st
- (d) Information Report – Treasurer – Status of Unclassified Revenue and Expenditures as at 1998 August 31st – report dated 1998 September 17th
- (e) Information Report – Treasurer – Status of Hosting, Receptions and Related Accounts as at 1998 August 31st – report dated 1998 September 17th
- (f) Correspondence – Solicitor General and Minister of Correctional Services – Council's recommendations regarding the Office of the Fire Marshal Implementation Report – letter received 1998 September 29th
- (g) Information Report – General Manager, Human Resources – Appointments to and Terminations from permanent positions with the Corporation of the City of Hamilton – report dated 1998 October 9th
- (h) Information Report – Fire Chief – 1997 Hamilton Fire Department Annual Report – report dated 1998 October 7th
- (i) Memorandum – Director, Economic Development Department – Update Report – Hamilton Halton Home Builders Association – memo dated 1998 October 13th

- (j) Information Report – General Manager, Finance – Financials and other Budgets Status Report as at 1998 July 31st – report dated 1998 October 13th
- (k) Information Report – General Manager, Finance – Corporate Overview Status Report as at 1998 July 31st – report dated 1998 October 9th
- (l) Correspondence – Chair, Regional Organizing Committee, The Premier's Conference on Jobs and Prosperity – Ontario in the new millennium – Conference in Southern Ontario on 1998 October 22nd in St. Catharines – letter received 1998 October 14th
- (m) Information Report – Director of Planning and Development – Social and Economic Impact Study – Charity Gaming Clubs – report dated 1998 October 26th

Suzanne K. Reader

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The above-noted documents have been sent out to members of the Committee and the applicable staff for information purposes, and are being formally presented to the Committee in order to be officially received. Approval of this recommendation to receive these documents will ensure that the circulation procedure followed for these matters is recorded.

CAY ON HBLAOS
C51F31

1998

URBAN
MUNICIPAL

JOINT MEETING OF THE
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
AND
FINANCE AND ADMINISTRATION COMMITTEE

AGENDA

* FOR COMPLETE
AGENDA SEE
FINANCE & ADMINISTRATION
SERVICES COMMITTEE
CAY ON HWAOS
C51F3A

DATE: Wednesday, November 11, 1998
TIME: 1:30 p.m.
PLACE: Room 233
Hamilton City Hall

1. GENERAL

a) Declarations of Interest re: Municipal Conflict of Interest Act

2. CONSENT AGENDA

N/A.

3. DISCUSSION AGENDA

3.1 Accommodations Strategy for the City and Region Amalgamated Administration (FAC98007)

- a) That Hamilton City Hall be utilized as the "corporate headquarters" for the amalgamated administration to:
- i) Serve as center of governance for the City and Region;
 - ii) House key staff which support council; and
 - iii) House key customer services;
- b) That priority be given to centralizing downtown operations that cannot be accommodated at City Hall where possible, and that the following list of proposed secondary locations, be approved:
- i) 74 Hughson Street South
 - ii) 35 King Street East;
 - iii) 31 King Street East
 - iv) 77 James Street North;

CA4 ON HBL A05
C51F31
1998



URBAN MUNICIPAL

NOV 17 1998

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

GOVERNMENT DOCUMENTS

Tuesday, 1998 November 17th
1:30 o'clock p.m.
Room 233, City Hall



Susan K. Reeder, Secretary
Finance and Administration Committee

AGENDA

1. **CONSENT AGENDA**

2. **DELEGATION**

Presentation – Hamilton Halton Homebuilders Association – re: Hamilton Downtown Partnership

3. **HOUSING AND LOANS DIVISION**

Hamilton Downtown Partnership

4. **MAYOR ROBERT M. MORROW**

Request for the City to endorse the resolution of the Nuclear Age Peace Foundation for the Abolition 2000 Global Campaign

5. **CORRESPONDENCE**

Town of Flamborough – request for the City to support its resolution requesting the Minister of Finance to immediately freeze the 1998 business education taxes for commercial and industrial properties in Flamborough at the 1997 levels

6. **GENERAL MANAGER, FINANCE**

Annual Reserve and Reserve Fund Report



7. **GRANTS CO-ORDINATOR**

1999 Grant Applications and Policies

8. **MUNICIPAL CLERK**

(a) Amendment to Ground Lease regarding lobby renovation/expansion – Ontario Government Building at 119 King Street West

(b) Freedom of Information and Privacy Co-Ordinator

9. **H.E.C.F.I. BOARD OF DIRECTORS**

Hamilton Convention Centre – Renovations to/expansion of the Ellen Fairclough Building Lobby

10. **IN CAMERA AGENDA**

11. **OTHER BUSINESS**

12. **ADJOURNMENT**



THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

Economic Development Department

1 James Street South, 3rd Floor
Hamilton, ON L8P 4R5

Tel. (905) 546-4222
Fax (905) 546-4107
www.hamilton-went.on.ca

1998 November 10

Chairman and Members
Finance and Administrative Services Committee
Attention: Susan Reeder
Legislative Assistant I
City Clerk's

2.

**Re: *Hamilton Halton Home Builders Association
City of Hamilton/region of Hamilton-Wentworth
Agreement***

The Economic Development Department was directed to act as a liaison between the HHHBA, the City of Hamilton and the Regional Municipality of Hamilton-Wentworth to develop a strategy, focus and marketing direction on creating residential development in the downtown core.

Staff have been working with the HHHBA for the past year and are pleased to provide the following report which is supported by the attendance of Mr. Adi Rani (Consulting Engineer), Mr. John Ariens (Planning Consultant) and Mr. Jose Gedeon (Chairman, HHHBA, Downtown Task Force). The report will focus on 7 areas which both Councils have requested further information and/or clarification:

1. PARTICIPANTS

The HHHBA/City/Region Agreement is an initiative of Mayor Robert Morrow of the City of Hamilton in an effort to stimulate residential development in the downtown core. Through the President, Mike Brian, a special Task Force comprised of members of the HHHBA, in conjunction with the above noted consultants, has been working for the past year on defining the scope of the residential housing market in the downtown core.

2. STUDY AREA

The HHHBA study area has been limited to the Council approved definition of the downtown core bounded to the west by Queen Street, to the east by Wellington Street, to the north by York Street and to the south by Hunter Street. All existing structures, parking lots, under utilized and/or derelict properties have been included in the analysis with particular emphasis on King Street East and King William Street from James Street to Catharine Streets.

3. PLANNING STATUS

Mr. John Ariens (Planning Initiatives) will present an overview of the various residential mix that the HHHBA feels are realistically and economically marketable in the downtown core. These concepts are applicable to renovations of existing properties and/or the acquisition of vacant parking lots for various brownstones, townhouses and stack townhouses. The approach used by Mr. Ariens is consistent with that in any development in a brownfield or greenfield setting, with particular emphasis on integrating the historical and culturally significant properties in the downtown core.

4. INFRASTRUCTURE ANALYSIS

Mr. Adi Arani has focused his study on an area bounded by five blocks in the downtown core area (King William Street and King Street, from James Street North to Catharine Street). The analysis is appropriately captured in the identifications of block one, two, three, four and five.

In summary, the downtown area currently possesses the necessary infrastructure for proposed residential re-development, in a comprehensive manner.

5. GENERAL MARKET RESIDENTIAL STUDY

The HHHBA retained the services of Joanne Hendershot Consulting Limited (a copy of the report is included for your perusal). The study indicates the core has a need for residential development of varying mix and price, ranging from \$89,000 to \$139,000. This is comprised of townhouses, lowrise/highrise condominium projects and semi-detached residential units in a small inclusive complex. (Note: Mr. John Fortino and Spalacci Developments are both in the planning and pre-sale process for townhouses and low rise condominium projects, respectively)

6. FINANCIAL

The original agreement with the HHHBA indicated total City/Regional support (50% equal funding) to a maximum of \$180,000, with services provided by the HHHBA in the amount of \$250,000 for a total project of \$430,000. The following is a recap of the financial position as of September 30, 1998.

Total revenues \$67,108
Total expense \$57,718
Excess of revenue over expenditures \$9,390

A full breakdown is included with this report. It is our joint expectations that the total financial requirements for the completion of this project will be approximately \$85,000 to \$90,000 (being the City/Regional share) which is approximately one half of the initial agreement. A full financial statement will be available by year end, indicating that the balance of the requested but yet unexpensed funds will be utilized for the preparation of marketing packages.

Starting in January of 1999, staff will attend various general and executive meetings of the HHHBA to discuss these findings and encourage a co-ordinated and co-operative effort by the membership to enter into a joint partnership agreement wherein a specific property and/or section of the identified study area, will be presented for potential development. This initiative will also be expanded to residential developers outside of the Hamilton-Wentworth Region, within a catchment area of approximately 50 kilometers.

7. CONCLUSION

The delegation and report presented represents completion of the Study Phase. Phase II, will result in a focused marketing initiative to encourage the HHHBA membership to invest in the downtown residential market.

Follow up reports will be provided to Committee pending our meetings with the HHHBA membership in January, February and March of 1999.

A handwritten signature in cursive script, reading "Neil Catalano". The signature is written in dark ink and is positioned in the lower-left quadrant of the page.



A. J. Clarke and Associates Ltd.

SURVEYORS • PLANNERS • ENGINEERS

A. J. Clarke, O.L.S.
Geoff Aldworth, O.L.S.
Barry Clarke, O.L.S., C.L.S.

Al Fletcher, M.C.I.P., R.P.P.
Terri L. Johns, M.C.I.P., R.P.P.

Adi Irani, P.Eng.
Claudio Giammarco, P.Eng.
Gord Shields, P.Eng.
Jason Schooley, P.Eng.

MEMO

TO: RMHW Economic Development Department
Attn: Nick Catalano


FROM: Adi Irani, P.Eng.

DATE: November 12, 1998

Re: Downtown Hamilton

As promised please find a copy of the draft executive summary for the preliminary engineering report for your use.

Yours very truly,



Adi Irani, P.Eng.
A. J. Clarke & Associates Ltd.

Encl.
AJI/wp

Executive Summary

A. J. Clarke and Associates Ltd. has been retained by the Hamilton Halton Home Builders' Association, (HHHBA), to carry out a preliminary engineering study of the existing infrastructure in the study area bounded by 5 blocks in the Downtown Hamilton area. The study area is bounded by James Street N. to the west and Mary Street to the east, and is located between King William Street to the north and King Street East to the south. The purpose of this study is to determine the existing capacities in the sewers and watermains in the study area and to determine the impact of re-development of the downtown core on the sewers, watermains and other infrastructure.

This engineering study examines what sewers and watermains are available along the frontage of each of the 5 blocks and the capacities of the existing sewers. It also analyzes the expected flows from an anticipated development scenario to determine the impact of the post development flows on the sewers. In addition to the sewers, the availability of watermains is examined.

Redevelopment of the blocks within the Downtown Study Area will not have any detrimental impacts on the existing sewers and watermains, roadways and other utilities.

However, some of the existing sewers and watermains are currently undersized (for the areas they are presently servicing) or in need of replacement. This is an ongoing maintenance and capital works program for the City of Hamilton and the Region of Hamilton-Wentworth.

Sewers

A review of the available capacities in existing sewers shows that if each of the Blocks were to develop independently, then the following recommendations should be considered:

Block 1: The existing commercial along King St. E. should continue to drain into the existing sewer. Any re-development would likely occur in the northerly portion of the block. New development should drain to the existing sanitary and storm sewers on James St. N.

Block 2: Existing development along King St. E., Hughson St. and John St. N. should be allowed to drain into the existing sewers on those streets. The existing 375mm combined sewer on King William St. should be replaced and any re-development should drain to this sewer or to the sewers on John St. N. by constructing new sewers in the alleyway.

- Block 3:** Re-development of this block could drain to the sewers on King St. E., John St. N. Another alternative is the sewers on Catharine St. N. though that should be discouraged if possible. Any new connection to the King William St. sewer should be avoided.
- Block 4:** Any re-development of this block should allow for sanitary and storm drainage to be directed to the sewers available on Catharine St. N. The sewer on King St. E. should be replaced and any new connections to this sewer be prohibited until the sewer is replaced. Connections to the sewers on Mary St. should be discouraged, if possible.
- Block 5:** No new connections should be allowed to the sewers on King St. E. and Walnut St. N. until these sewers has been replaced. Connections to the sewers on Mary St. should be discouraged, if possible. Similarly, connections to the sewers on King William St. should be discouraged until the problems immediately downstream to the east have been rectified.

Watermains

Any re-development proposal for any of the blocks within the Study Area should be readily serviced at the present time since any comprehensive re-development proposal will have frontage on at least one street where a watermain connection can be made.

If a high rise condominium is proposed, water pressure to service the building should be checked and if necessary booster pumps could be installed within the building.

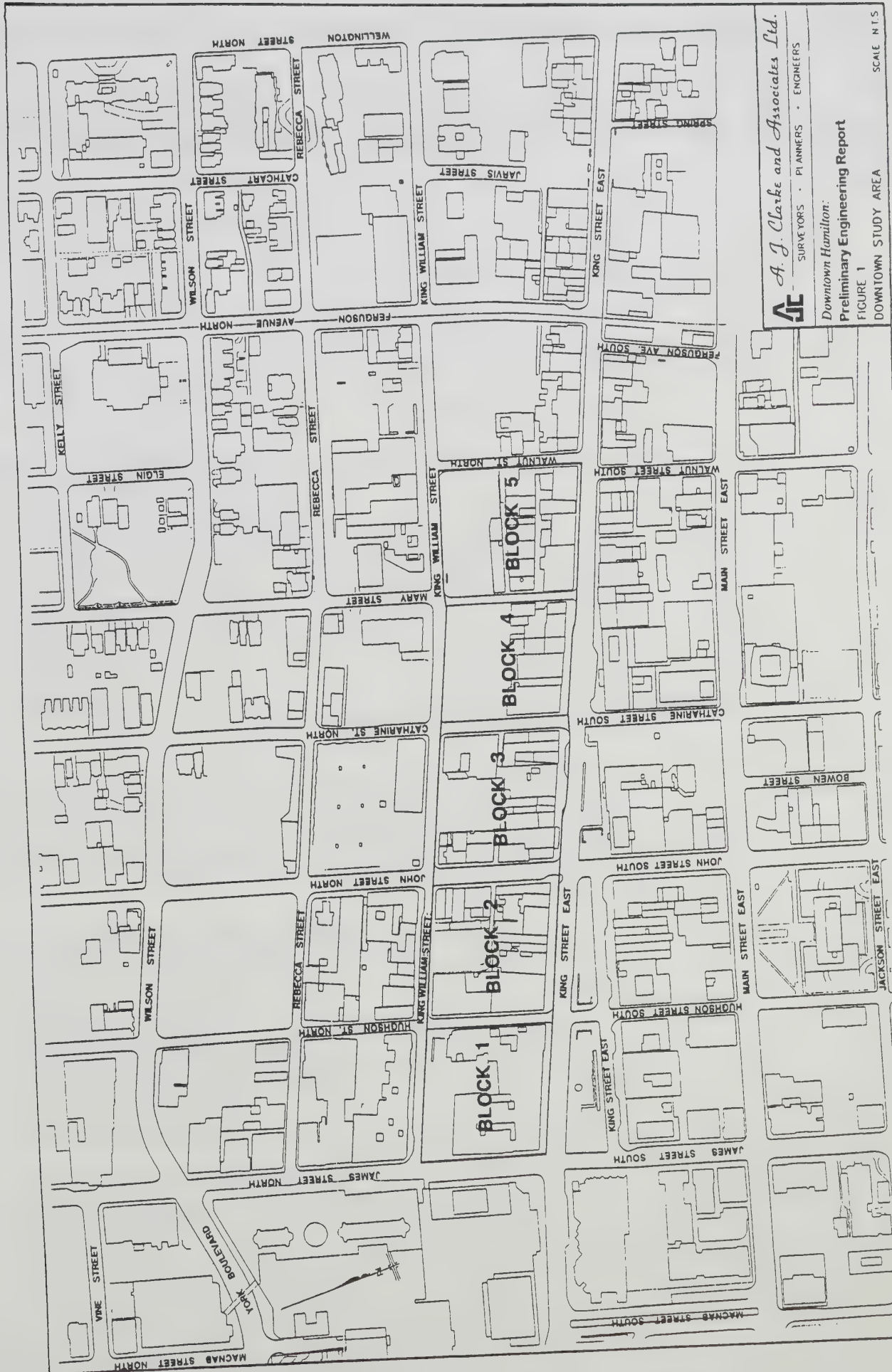
In summary, the Downtown Study Area blocks can be serviced by the existing sewers and watermains if they are re-developed in a comprehensive manner. Connections to some of the existing sewers shall be discouraged, and connections to others shall be prohibited until corrective measures have been taken to replace those sewers. However, each block has frontage along a stretch of sewer and watermain that has sufficient capacity to service any comprehensive re-development proposal.

Respectfully submitted:

draft

Adi Irani, P.Eng.
A. J. Clarke and Associates Ltd.

A. J. Clarke and Associates Ltd.



A. J. Clarke and Associates Ltd.
SURVEYORS • PLANNERS • ENGINEERS

Downtown Hamilton:
Preliminary Engineering Report

FIGURE 1

DOWNTOWN STUDY AREA

SCALE N.T.S.

PLANNING & ENGINEERING INITIATIVES LTD.

☐ 379 Queen Street South
Kitchener, Ontario N2G 1W6
Tel. (519) 745-9455 Fax (519) 745-7647
e-mail: kitchener@peinitiatives.on.ca

☐ 69 John Street South, Suite #200
Hamilton, Ontario L8N 2B9
Tel. (905) 546-1010 Fax (905) 546-1011
e-mail: hamilton@peinitiatives.on.ca

FAX MEMO

DATE: October 7, 1998
TO: Jose Gaeda (905) 664-2339
FROM: John Ariens
FILE NO: HP-428
RE: DOWNTOWN DEVELOPMENT STUDY

As you are aware, we are currently co-ordinating the preparation of a report summarizing the analysis, findings and conclusions resulting from the HHHBA Downtown Development Study. We originally indicated to both City and Regional Councils that the approach we would utilize for this study is the same as when one of our clients, builder or developer, comes to ask us to investigate development potential. In these instances, we normally provide them with a description of the study area and review both the planning status and infrastructure available. With the help of marketing and real estate professionals, we then complete a market evaluation and as a result of these various components, we can develop a detailed development potential report.

Please find enclosed, a copy of a draft outline which will form the basis of the HHHBA study. Section 7.0 of this report is, in my opinion, the key section as it identifies the most marketable housing types together with the target market groups and the anticipated absorption rate. The residual cost analysis will then be undertaken to determine what a builder can realistically afford to pay for the land component.

Section 8.0 of the report will then take the housing types identified in Section 7.0 and apply them on a site specific basis to the various blocks within our study area.

I am confident that when we complete the report following the attached format, we will have provided the City and the Region with a valuable document which hopefully will result in redevelopment activity.

I look forward to finalizing this matter with you and I trust you will call should you have any questions.

Yours truly,
PLANNING & ENGINEERING INITIATIVES LTD.

John S. Ariens, MCIP, RPP
Vice President & Senior Planner

JSA/lah
Encl.

PLANNERS

CONSULTING

ENGINEERS &

LANDSCAPE

ARCHITECTS

Paul Puopolo, MA, MCIP, RPP
OALA, President

John Ariens, MCIP, RPP

Steve Brown, MBA, P. Eng.

Mark Dykstra, B.L., Arch.

Scott Lang, P. Eng.

Scott Llewellyn, P. Eng.

Sergio Manchia, MCIP, RPP

John Perks, MBA, P. Eng.

David Sisco, B.A.

Don Stewart, MES, MCIP, RPP

Tim Zavitsky, P. Eng.

Associates:

A.G. (Sandy) McLellan, Ph.D
Jonathan Price, Ph.D
Barry Warner, Ph.D

DRAFT OUTLINE

DOWNTOWN DEVELOPMENT STUDY

1.0 INTRODUCTION

- background
- participants
- purpose

2.0 STUDY AREA

- description / photographs
- land use

3.0 PLANNING STATUS

- Regional Official Plan
- City Official Plan
- Zoning By-law
- Municipal Initiatives (no fees, Development Charges, etc.)

4.0 INFRASTRUCTURE ANALYSIS

- roads
- sanitary sewers
- water
- storm sewers

5.0 GENERAL MARKET POTENTIAL STUDY

- Hendershot Research

6.0 DETAILED MARKET ASSESSMENT

- Barry Lyon

7.0 HOUSING REDEVELOPMENT STRATEGY

- most marketable housing types
- marketable unit sizes
- obtainable unit sizes
- anticipated absorption rate
- target market groups
- development phasing
- residual cost analysis

8.0 SITE SPECIFIC DEVELOPMENT PLAN

- examples of Section 7 applied to specific blocks

9.0 CONCLUSION

3 Church Street, Suite 100
Toronto, Ontario M5E 1M2
tel: (416) 564-4414
fax: (416) 564-2659

n. barry lyon
consultants limited



September 28, 1998

Mr. Michael Bryan
President
Hamilton-Halton Home Builders Association
112 Rymil Road East
Hamilton, Ontario
L7N 3N7

Dear Mr. Bryan :

Re: Hamilton Downtown Core Area Housing Study
Market Assessment and Housing Development Strategy

Further to our discussion with you and the Downtown Housing Committee, we are pleased to submit this proposal which outlines the work and fees associated with undertaking a market assessment and housing intensification strategy for the downtown core area of Hamilton.

1.0 OUR UNDERSTANDING OF THE ISSUES AND PURPOSE OF STUDY

It is our understanding that your Association wants to evaluate the extent and character of the potential housing market in Hamilton's Downtown core area, in order to assist the City in implementing an appropriate housing redevelopment strategy. At present, the Home Builders Association and the City of Hamilton are investigating the feasibility and encouragement of new residential development in the downtown core. Due to the significant number of vacant and potential redevelopment sites available in the downtown core area, the Home Builders Association is anxious to assist the City in implementing an achievable downtown housing strategy.

We have agreed that the marketability of various forms of privately invested housing for the downtown core area will be researched and that the study area should be expanded to include lands at the periphery of the designated core. The purpose of this study is to establish an implementation strategy for the most marketable housing forms for the downtown core and adjacent areas. The research is to outline the likely market parameters which would be associated with the development scenarios, including overall market conditions, target markets, marketable unit sizes, obtainable prices, sales absorption, and estimated supportable land values.

2.0 STUDY SCOPE

The study will be comprised of the following main components:

Proposal for Hamilton Downtown Core Area Housing Study
Market assessment and Housing Redevelopment Strategy
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Page 1

- Definition of Hamilton Housing Market, with emphasis on Downtown Core Area
- Assessment of Potential Market Demand for Core Area Living
- Recommendation of Most Marketable Housing Forms
- Residual Land Value Analysis for the Most Marketable Housing Forms
- Downtown Housing Strategy

2.1 Housing Market Overview

The objective of the market overview will be to determine marketable residential uses for the downtown core area. A number of housing forms will be investigated, including high, medium and low rise condominium apartments, condominium and freehold townhouses, stacked townhousing, and mainstreet mixed-use housing developments.

The current Hamilton housing market context will be reviewed. Our analysis will focus on the markets for new housing in the downtown area.

To supplement our understanding of the market potential, with your assistance, we will review the available land supply suitable for residential development in the downtown core and adjacent areas. This will include a review of the land ownership; parking needs and costs; soft service infrastructure; planning policy and identifying any land use conflicts with potential residential uses.

2.2 Most Marketable Housing Forms

Conclusions and recommendations will be drawn from the research findings to determine the most marketable private sector development housing options for the study area. This will include obtainable prices for residential units; marketable unit sizes; and likely absorption rates.

2.3 Residual Land Value Analysis

Building on the findings of the market review, the objective of this part of the study is to determine land values required to support profitable residential development for the downtown core area.

The residual land value analysis determines the amount that a knowledgeable developer/builder would pay for a site, given achievable revenues, expected project costs, anticipated sales, absorption rate (and related build-out period), and a required rate of return. This method of valuation is particularly effective as a means by which to compare the "bottom lines" of various development scenarios.

The results of this preliminary value analysis will be an important input to the development process, either confirming or negating the development potential of one residential form over another.

2.4 Housing Redevelopment Strategy

Findings and conclusions of the overall research programme will be presented in report format, including a housing redevelopment strategy discussion. The results will be used to put forth a series of strategic recommendations, addressing the following points:

- most marketable housing types for study area;
- marketable unit sizes;
- obtainable unit prices;
- anticipated absorption rates;
- target market groups;
- incremental development phasing strategy taking into account available lands within and at the periphery of the downtown core ; and,
- possible land values associated with recommended housing forms.

3.0 TIMING AND FEES

A total professional fee for the study as described above would be \$8,500.00 plus GST

The fee covers professional services and includes four copies of the final report. The fee does not include disbursements, such as photocopying, report printing, travel, etc.. These expenses will be billed separately.

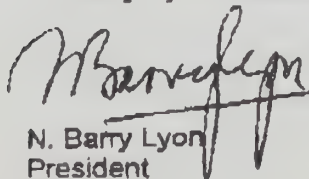
Please note that it is the standard policy of Lyon Consultants to require a 50% advance payment, prior to the commencement of research work.

The work will take approximately three weeks to complete, from the time of engagement.

Thank you for the opportunity to submit this proposal. We appreciate your interest in our services and look forward to providing you with up-to-date market analysis and strategic implementation recommendations for housing redevelopment in the Hamilton downtown core area.

Yours very truly,

N. Barry Lyon Consultants Limited


N. Barry Lyon
President

/jjo

Proposal for Hamilton Downtown Core Area Housing Study
Market assessment and Housing Redevelopment Strategy
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Page 3



STATEMENT OF ACCEPTANCE

Please indicate your acceptance of the terms of conditions set out in the above proposal for research services by sending us a signed copy of this proposal, along with the 50% deposit.

I hereby accept the terms and conditions outlined above, regarding the Hamilton Downtown Core Area Housing Study for the Hamilton-Halton Home Builders Association, for a fee of \$8,500.00 plus GST.

HAMILTON-HALTON HOME BUILDERS ASSOCIATION

date

September 30/98

signature

*Proposal for Hamilton Downtown Core Area Housing Study
Market assessment and Housing Redevelopment Strategy
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Page 4

HAMILTON-HALTON HOME BUILDERS' ASSOCIATION
 SCHEDULE OF DOWNTOWN REVITALIZATION EXPENSE AND REVENUES
 FOR THE MONTH ENDING SEPTEMBER 30, 1998 - PERIOD 11

page 7.

Revenues	Budget Month	Actual Month	Budget Y-T-D	Actual Y-T-D
Amounts billed and collected	0		85,000	64,108
amounts billed not collected				0
misc income				3,000
TOTAL REVENUE	0		85,000	67,108
Expenses	Budget Month	Actual Month	Budget Y-T-D	Actual Y-T-D
Miscellaneous-Receivables				
Fees to consultants	0		85,000	35,111
fees to engineers				9,000
fees to surveyors				13,061
fees to planners				3,947
lunches				108
promotion				531
office rental				(1,000)
office expenses - insurance				(3,240)
Office furniture				
wages and salaries				
travel				
equipment				
telephone				95
repairs/maintenance				105
TOTAL EXPENSES	0	0	85,000	57,718
Total financial effect of Downtown R	0	0	0	9,390

9390
 less 4250 pay't to N. Barry
 5140 Balance of
 Downtown Acct

DOWNTOWN MARKET POTENTIAL STUDY

Final Report

Prepared for:

Hamilton-Halton Home Builders Association

June 1998

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TABLE OF CONTENTS

EXECUTIVE SUMMARY.....	i
1.0 BACKGROUND.....	1
2.0 OBJECTIVES.....	1
3.0 RESEARCH METHODOLOGY.....	2
4.0 SUMMARY OF RESULTS.....	3
5.0 <u>DETAILED RESULTS</u>	
Q1B Plans To Purchase vs. Rent.....	15
Q2A Areas Consider Moving To.....	15
Q3 Main Attractions of Downtown Core.....	16
Q4A Strengths of Downtown Core.....	17
Q4B Weaknesses of Downtown Core.....	19
Q5A Rating For Specific Aspects Downtown.....	21
Q5B Reasons For Low Rating of Specific Aspects.....	22
Q6 Most Important For Living Downtown.....	26
Q7A New Stores For Downtown.....	27
Q7B Importance of Specific Businesses.....	29
Q7B1 Other Important Stores.....	30
Q7C New Facilities Preferred.....	31
Q8A Potential For Residential Housing.....	33
Q8A1 Reasons For Residential Development.....	33
Q8B Potential For Commercial Housing.....	35
Q8B1 Reasons For Commercial Development.....	36
Q9A Interest in Rent vs. Purchase.....	37
Q9B1 Type of New Building To Rent.....	38
Q9C1 Monthly Rent For Buildings.....	39
Q9B2 Type of New Building To Purchase.....	40
Q9C2 Purchase Price For Buildings.....	41
Q9D Ideas For Buildings.....	42
Q9E Size of Dwelling Interested In.....	43
Q10A Likelihood To Consider Living Downtown.....	43
Q10B Reasons Why Likely to Live Downtown.....	44

Q10C Reasons Why Not Likely To Live Downtown.....	45
Q10D Increased Likelihood To Live Downtown With Changes.....	46
Q1C Likelihood To Consider Investment.....	47
Q11A Interest in Financial Investment.....	47
Q11B1 Residential vs. Commercial Investment.....	47
Q11B2 Reasons Why Likely For Investment.....	48
Q11C Reasons Why Not Likely For Investment.....	48
Q11D Increased Likelihood For Investment With Changes.....	48
Q12A Changes To Increase Likelihood For Downtown.....	49
Q12B-1 Others Consider Renting Downtown.....	51
Q12B-2 Others Consider Purchasing Downtown.....	51
Q12B-3 Others Consider Investing Downtown.....	51
Q12C Age of Others Considering Downtown.....	52
Q13A Feel Improvements Made To Downtown.....	52
Q13B Reasons For Improvements.....	53
Q14A Awareness of Specific Changes Downtown.....	54
Q15-1 Importance of Heritage Buildings.....	54
Q15-2 Importance of Ways To Green Downtown.....	55
Q15-3 Importance of Family Entertainment.....	55
Q16 Other Aspects Important.....	56
Q17 Daily Newspapers Read.....	57
Q18 Radio Station Listen To.....	58
Q19 Best Advertising Media.....	60
Q20 Frequency Visit Downtown.....	61
Q21A Reasons Why Come Downtown.....	61
Q21B Reasons Why Not Shop More Often.....	62
Q22A Work in Downtown.....	63
Q22B Importance of GO Station.....	63
Q23 Occupation.....	64
Q24 Education.....	65
Q24 Age.....	66
Q26A Number in Household.....	66
Q26B Type of Household.....	67
Q27B Currently Rent vs. Own.....	67
Q29 Income.....	68
Q30 Gender.....	68

6.0 ANALYSIS OF LIKELIHOOD TO LIVE DOWNTOWN

Q6 Most Important Aspect By Likelihood For Downtown.....	69
Q7B Importance of Specific Businesses.....	70
Q9A Interest in Rent vs. Purchase.....	71
Q9B1 Type of New Building To Rent.....	71
Q9C1-1 Monthly Rent Willing To Pay.....	72
Q9B2 Type of New Building To Purchase.....	73
Q9C2-1 Purchase Price Willing To Pay.....	74
Q9E Size of Dwelling Interested In.....	75
Q13A Feel Improvements Made To Downtown By Likelihood.....	75
Q13B Reasons For Improvements.....	76
Q14A Awareness of Specific Changes Downtown By Likelihood.....	78
Q15-1 Importance of Heritage Buildings By Likelihood.....	78
Q15-2 Importance of Ways To Green Downtown.....	79
Q15-3 Importance of Family Entertainment.....	79
Q17 Daily Newspapers Read By Likelihood.....	80
Q18 Radio Station Listen To By Likelihood.....	81
Q19 Best Advertising Media By Likelihood.....	83
Q20 Frequency Visit Downtown By Likelihood.....	84
Q21A Reasons Why Come Downtown By Likelihood.....	84
Q22A Work vs. Live Downtown.....	85
Q22B Importance of GO Station vs. Live Downtown.....	85
Q23 Occupation.....	86
Q24 Education.....	87
Q24 Age.....	88
Q26A Number in Household.....	88
Q26B Type of Household.....	89
Q27B Currently Rent vs. Own.....	89
Q29 Income.....	90
Q30 Gender.....	90

7.0 ANALYSIS OF RENTAL VS. PURCHASE

Q22A Work in Downtown.....	91
Q22B Importance of GO Station.....	91
Q23 Occupation.....	92
Q24 Education.....	93
Q24 Age.....	94
Q26A Number in Household.....	95
Q26B Type of Household.....	96
Q27B Currently Rent vs. Own.....	96
Q29 Income.....	97
Q30 Gender.....	97

APPENDICES

Appendix A	Copy of Questionnaire
Appendix B	Response Rate Results

EXECUTIVE SUMMARY

Hamilton-Halton Home Builders Association required marketing research information from Hamilton-Wentworth residents concerning their attitudes towards the potential of new housing development in the downtown area. The main objectives of the study were to determine their current perception of the downtown area (ie. strengths and weaknesses), the main attractions of downtown, specific type of housing interested in (e.g. high rise, townhouse), and price willing to pay for housing and to determine which factors would affect their purchase decision.

A total of 300 completed telephone interviews were conducted with a random sample of residents who live in Hamilton-Wentworth. The actual fieldwork was conducted between April 8 to April 25, 1998 with an overall response rate of 16.5%. The lower response rate was also attributed that respondents who were likely to consider moving in the next three years were interviewed. The main results of the study were as follows:

Plans To Purchase vs. Rent (O. 1b)

- Based on the 300 completed interviews, a total of 53.3% indicated that they planned to purchase vs. 46.7% planned to rent. Respondents who lived in other areas (including Dundas, Ancaster, Flamborough) were the most likely to consider purchasing. The most frequently mentioned areas respondents initially considered moving to were West Mountain (24.0%), East Hamilton (24.0%), Central Mountain (22.3%) and West Hamilton (18.0%). A total of 13.7% indicated that they were considering to move Downtown. As may be expected, respondents who lived in Hamilton were more likely to consider moving downtown (16.8%) vs. Stoney Creek (3.3%) and other areas (6.0%).

Main Attractions of Downtown Core (O. 3)

- All respondents were asked to indicate in their opinion, the main attractions downtown and up to five mentions were recorded. As a result, Copps Coliseum was the most frequently mentioned (58.0%), followed by Jackson Square (41.0%), Hamilton Place (35.0%), Farmer's Market (30.7%), Library (20.7%), Gore Park/Fountain (14.7%), Convention Centre (13.3%) and Art Gallery of Hamilton (12.3%).

Strengths/Weaknesses of Downtown Core (O. 4a)

- All 300 respondents were asked to indicate in their own words what are the strengths of the Downtown core for people living downtown. The results were as follows: 'bus access/bus routes' (55.7%), 'close to work' (36.3%), 'convenience of entertainment' (24.3%) and 'closeness to business/stores' (15.3%).

- The weaknesses of the Downtown Core were perceived to be 'run-down buildings' (39.3%), 'unclean' (33.0%), 'too many businesses/stores closing' (30.3%), 'too many beggars/panhandlers' (28.7%), 'too many kids/bums loitering' (28.3%), 'expensive parking' (27.0%) and 'noise' (21.7%). Respondents in Other areas were more likely to mention 'unclean' and Hamilton

respondents were more likely to mention 'too many businesses/stores closing'.

Rating of Specific Aspects of Downtown (Q. 5a)

- A total of eleven specific aspects of Downtown were rated on a scale of 1 to 10 where 10 is excellent and 1 is poor. The aspect with the highest excellent rating was 'accessibility to downtown' (8.09), followed by 'variety of stores' (7.52), 'variety of restaurants' (7.38) and 'variety of cultural events' (7.18). Aspects with the lowest rating were: 'safety' (5.59), 'attractiveness' (5.38) and 'parking' (4.84).

Most Important Aspect For Living Downtown (Q. 6)

- Of these eleven specific aspects, approximately one-half (49.0%) indicated 'safety' as the most important aspect for living downtown. Rating second was 'availability of residential housing' (12.0%), followed by 'variety of stores' (10.3%) and 'accessibility to downtown' (8.3%).

New Stores For Downtown (Q. 7a)

- When respondents were asked what type of stores they would like to see located downtown if they lived downtown, the most frequently mentioned response was 'grocery/supermarket' (33.3%), followed by 'clothing stores' (16.7%), 'drug store' (13.0%) and 'Zellers' (12.7%).

Importance of Specific Businesses (Q. 7b)

- Of the six type of stores/businesses specifically mentioned, on a scale of 1 to 10, 'grocery stores' received the highest very important rating (9.29), followed by 'restaurants' (7.52), 'hardware store' (7.48), 'specialty stores' (7.35), 'cafes' (6.72) and 'day care' (6.30).

Potential for Residential Housing (Q. 8a)

- All 300 respondents were asked whether they strongly agree, somewhat agree, somewhat disagree or strongly disagree that there is potential for residential housing in the Downtown area. As a result, the majority (64.0%) agreed (24.3% - strongly, 39.7% - somewhat) that there was potential for housing in the Downtown area.

Potential for Commercial Development (Q. 8b)

- The support for commercial development was higher than for residential housing. Three-quarters (75.3%) agreed (39.0% - strongly, 36.3% - somewhat) that there was potential for commercial development.

Interest in Rent vs. Purchase (Q. 9a)

- Overall there was a higher level of interest in renting than purchasing downtown (57.7% vs. 42.3%). Respondents who were very likely to consider living downtown were more likely to be interested in renting (70.6%).

Type of New Building To Rent (Q. 9b1,c1)

- The most frequently mentioned type of building interested in renting was 'low rise apartment' (37.6%) and 'condominium' (36.4%). There was a lower level of interest in renting 'single-detached' (29.5%), 'townhouse' (25.4%), 'duplex' (17.3%) and 'apartment above store' (8.7%).

- The average amount willing to pay for monthly rent ranged from \$789 to \$593: single-detached (\$789), condominium (\$752), townhouse (\$712) duplex (\$650), apartment above store (\$593) and low-rise apartment (\$571).

Type of New Building To Purchase (Q. 9b2.c2)

- In comparison to rental housing, the most frequently mentioned type of building to purchase was 'single-detached' (61.4%), followed by 'condominium' (37.8%), 'townhouse' (17.3%), 'duplex' (9.4%) and 'apartment above store' (3.1%). Of the respondents who were very or somewhat likely to consider living downtown, 'condominium' received the highest percentage (47.1%), followed by 'single-detached' (44.1%), 'townhouse' (26.5%), 'duplex' (23.5%) and 'apartment above store' (8.8%).

- The average purchase price willing to pay ranged from \$164K - \$126K: single-detached (\$164K), duplex (\$140K), townhouse (\$137K), condominium (\$131K) and apartment above store (\$127K).

Size of Dwelling Interested In (Q. 9e)

- Of the respondents who were very likely to consider living downtown, 35.3% were interested in a 1-bedroom, 32.4% were interested in a 3-bedroom and 29.4% in a 2-bedroom. Combining both respondents who were very likely and somewhat likely, the highest level of interest was in 3-bedroom (37.8%) and 2-bedroom (39.0%), followed by a 1-bedroom (22.0%).

Likelihood To Consider Living Downtown (Q. 10a,b,c,d)

- All respondents were asked their likelihood to consider living downtown if there was new housing to meet their needs. Overall, 11.3% were very likely, 16.0% were somewhat likely, 18.3% were not very likely and 54.3% were not at all likely. Therefore, there was some potential (very or somewhat likely) among one-third of the respondents (27.3%). Based on these results, it is evident that the potential market for living downtown is among Hamilton respondents.

- Of the 34 respondents who indicated very likely, 27 (79.4%) indicated that they already live downtown. Main reasons why respondents were not likely to consider living downtown were: 'prefer to live where there is more space' (31.7%), 'feel unsafe/unsafe neighbourhoods' (24.3%), 'run down' (25.7%) and 'too much noise' (13.3%).

Interest in Financial Investment Downtown (Q. 11a)

- Overall, of the 300 respondents, 2.3% (7) were very likely, 6.0% (18) were somewhat likely and 91.7% were not likely to consider purchasing rental property as a financial investment in the next three years (see Q. 1c). Of these 25 respondents who were very or somewhat likely to consider purchasing property, 8.0% were very interested, 44.0% were somewhat interested, 24.0% were not very interested, and 24.0% were not at all interested in purchasing in the Downtown area.

Feel Improvements Made To Downtown (Q. 13a)

- Overall, the majority (66.3%) felt that improvements have been made to the downtown area. Positive comments were: 'more trees/flowers' (32.3%), 'looks cleaner' (32.3%), 'new sidewalks' (23.7%) and 'fountain/Gore Park' (12.3%). Negative comments were: 'have not noticed' (21.0%) and 'deteriorating' (8.7%).

Awareness of Specific Changes Downtown (Q. 14a)

- Respondents had the highest level of awareness of the 'planting of flowers' (82.0%), 'new sidewalks' (66.3%), 'events in Gore Park' (66.3%), 'two hours free parking' (47.3%), 'free street parking' (40.7%) and 'additional parking meters' (28.0%).

Importance of Specific Aspects Downtown (Q. 15)

- The very important ratings for 'heritage buildings' (64.7%), 'promotion of family entertainment' (65.3%) and 'ways to green Downtown' (62.7%) were similar. When very and somewhat important responses were combined, 'promotion of family entertainment' (95.6%) was the most important followed by 'ways to green Downtown' (94.4%) and 'maintaining heritage buildings' (82.4%).

Daily Newspapers Read (Q. 17)

- Overall, 81.3% indicated that they read The Hamilton Spectator, followed by Toronto Star (10.3%), Toronto Sun (10.3%), Globe & Mail (6.7%) and Financial Post (1.0%).

Radio Station Listen To (Q. 18)

- Of the respondents who were very likely to consider living downtown, the most frequently mentioned radio station was K-LITE FM (29.4%). Combining both respondents who were very and somewhat likely, 19.5% listen to K-LITE FM, 15.9% listen to CHML and 13.4% listen to both Y95 and CBC.

Best Advertising Media (Q. 19)

- Overall, the best advertising media to find out information about downtown real estate was newspaper (67.3%), flyers (11.3%), radio (9.7%), billboard (6.7%) and direct mail (6.3%).

Frequency To Visit Downtown (Q. 20)

- Of the 300 respondents, 50.0% indicated that they visit downtown once a week, 11.0% every two weeks, 2.3% every three weeks, 13.3% once a month, 19.3% less than once a month and 4.0% indicated that they never visit downtown. The main reasons why respondents come downtown were: 'shopping' (60.7%), 'entertainment' (51.0%), 'appointments' (35.7%), 'business' (25.0%) and 'work' (21.0%). Reasons why they do not shop more often were: 'too far to travel/mall closer to home' (47.6%), 'too expensive to park' (26.7%) and 'not enough variety/poor selection of stores' (23.0%). Only 1.3% indicated that 'stores were too expensive'.

Work in Downtown (Q. 22a)

- Overall, a total of 14.7% indicated that they work in the Downtown area. A slightly higher percentage of respondents who work in the downtown area live in Other areas (20.0%) vs. Hamilton (13.2%) and Stoney Creek (16.7%).

Importance of GO Station (Q. 22b)

- When asked how important the GO Station was, 17.2% indicated that the proximity to the GO station was an important consideration in deciding where to live.

Demographics By Likelihood To Consider Living Downtown (Q. 23 - 30)

• Respondents who were very likely to consider living downtown were more likely to be established singles, young couples and established couples. New and established families were more likely to indicate somewhat likely. Their income levels were slightly lower than the overall income levels.

Size of Market Considering To Live Downtown

• The results of the study indicated that the size of the potential rental market (11.3%) was larger than the potential purchase market (16.3%). Combining both markets, 27.3% were very or somewhat likely to consider living downtown.

<u>Size of Purchase Market</u>	<u>(N=300)</u>	<u>%</u>
Very Likely To Live Downtown	10	3.3%
Somewhat Likely To Live Downtown	<u>24</u>	<u>8.0%</u>
Total Likelihood To Live Downtown	34	11.3%

<u>Size of Rental Market</u>		
Very Likely To Live Downtown	24	8.0%
Somewhat Likely To Live Downtown	<u>24</u>	<u>8.0%</u>
Total Likelihood To Live Downtown	48	16.0%

<u>Size of Purchase and Rental Market</u>		
Very Likely To Live Downtown	34	11.3%
Somewhat Likely To Live Downtown	<u>48</u>	<u>16.0%</u>
Total Likelihood To Live Downtown	82	27.3%

• Respondents very or somewhat likely to consider purchasing downtown were more likely to be professional and retired whereas renters were more likely to be blue collar, students and sales occupations. Purchasers had a slightly higher level of education, 35 - 54 years of age and currently rent.

Type of Buildings Interested In By Likelihood To Consider Living Downtown

• For the Rental market only, the most preferred buildings were condominium (28.1%), townhouse (21.8%) and low-rise apartment (19.2%). For the Purchase market only, the most preferred buildings were condominium (31.4%), single-detached (29.4%) and townhouse (17.6%). These results were the combined results for respondents who were very likely and somewhat likely. When both the Purchase and Rental market were combined, the most preferred building was condominium (25.6%), followed by townhouse (20.2%). It is recommended that a combination of buildings be developed:

Combined Purchase and Rental Market

	<u>Very Likely</u>		<u>Somewhat Likely</u>		<u>Total Likely</u>	
Condominium	12	24.0%	21	26.5%	33	25.6%
Townhouse	10	20.0%	16	20.3%	26	20.2%
Single-detached	8	16.0%	14	17.7%	22	17.1%
Duplex	5	10.0%	16	20.3%	21	16.2%
Low-rise apartment	8	16.0%	7	8.9%	15	11.6%
Apartment above store	7	<u>14.0%</u>	5	<u>6.3%</u>	12	<u>9.3%</u>
		100.0%		100.0%		100.0%

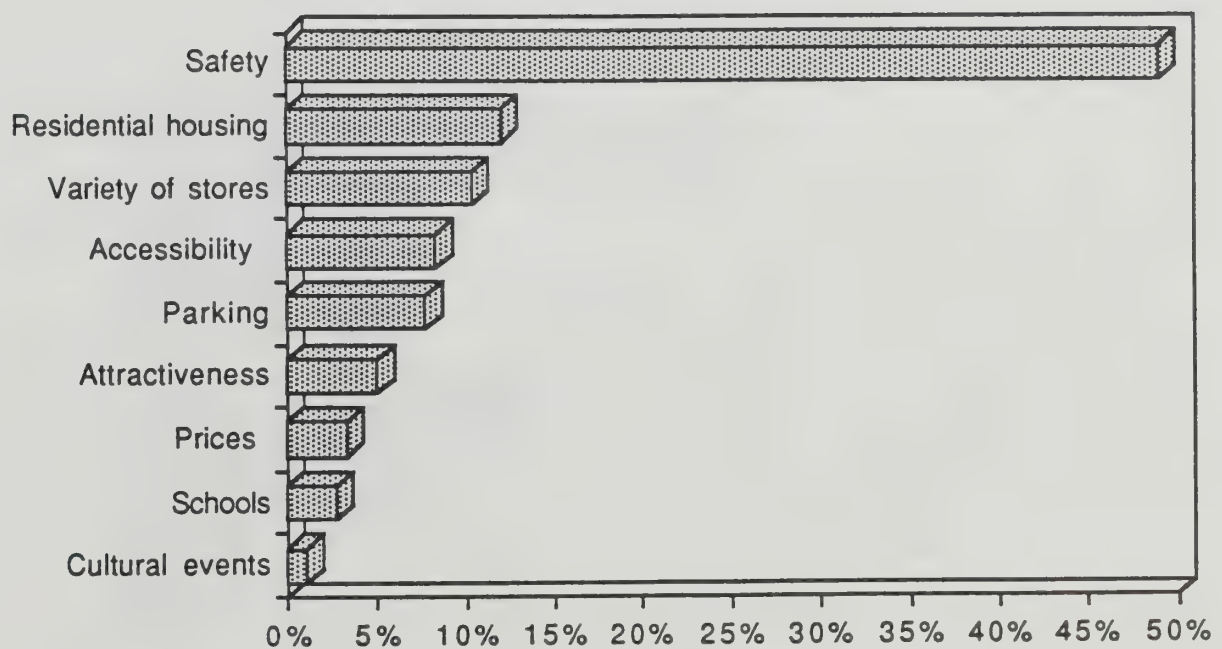
In summary, the Downtown core is currently known for Copps Coliseum, Jackson Square, Hamilton Place and Farmer's Market. The strengths of the Downtown core are 'bus access', 'close to work' and 'convenience' with weaknesses being 'run-down buildings', 'unclean' and 'too many business/stores closing'. While 'accessibility' received the highest rating, 'safety', 'attractiveness' and 'parking' received the lowest ratings.

Safety was perceived to be the single most important aspect of considering to live downtown. However, the majority agreed that there is potential for both residential and commercial development. There is a higher level of interest in renting than purchasing downtown. Combining both the purchase and rental market, the type of buildings with the highest level of interest were 'condominium' and 'townhouse'. The results indicated that there is potential among one-quarter of the respondents interviewed to consider living (rental and purchase) downtown. The potential for investment was lower (8%).

The majority felt that improvements had been made to the downtown area which contributed to their increased likelihood to consider living downtown. While 15% of the respondents work in the Downtown area, this did not impact their consideration to live downtown. The importance of the GO Station had a more direct impact on their likelihood to live downtown. Overall, respondents felt that there was a need for residential housing and if other factors such as safety and cleanliness could be improved, there was potential for living downtown.

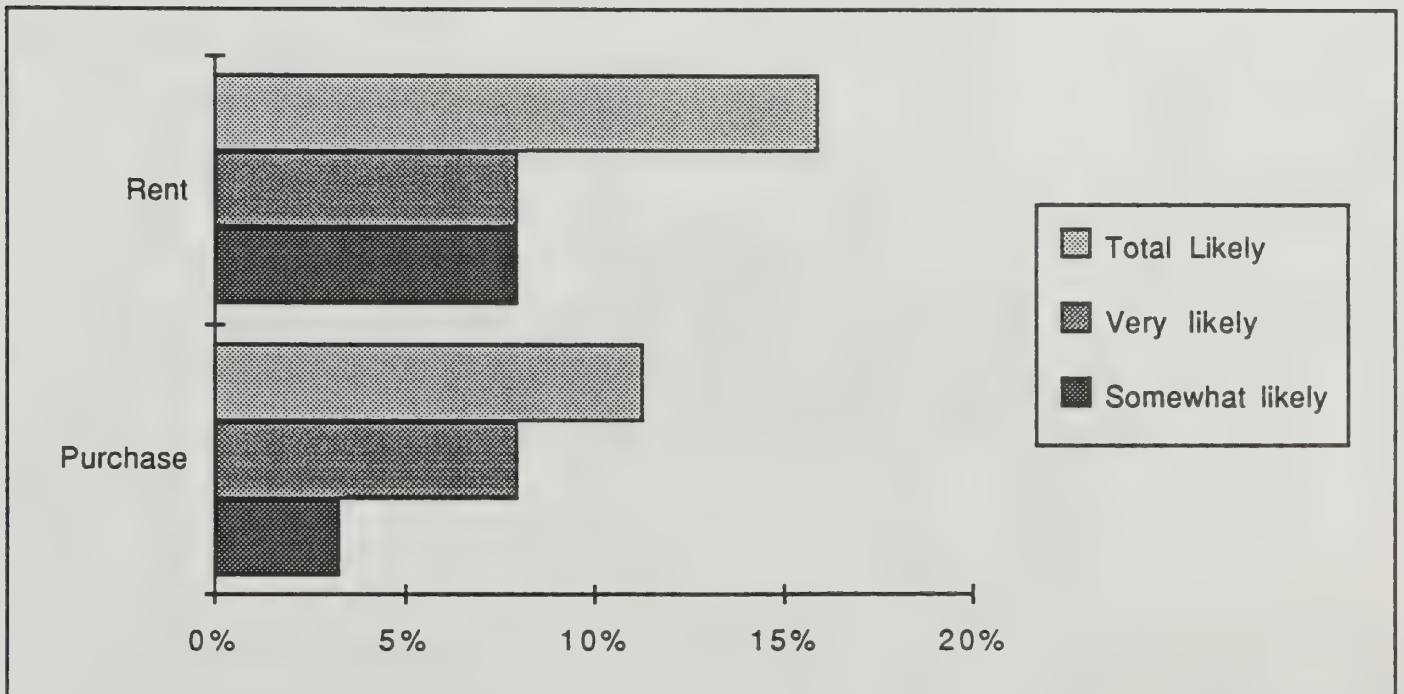
Graph 1

MOST IMPORTANT TO LIVE DOWNTOWN (Q. 6)



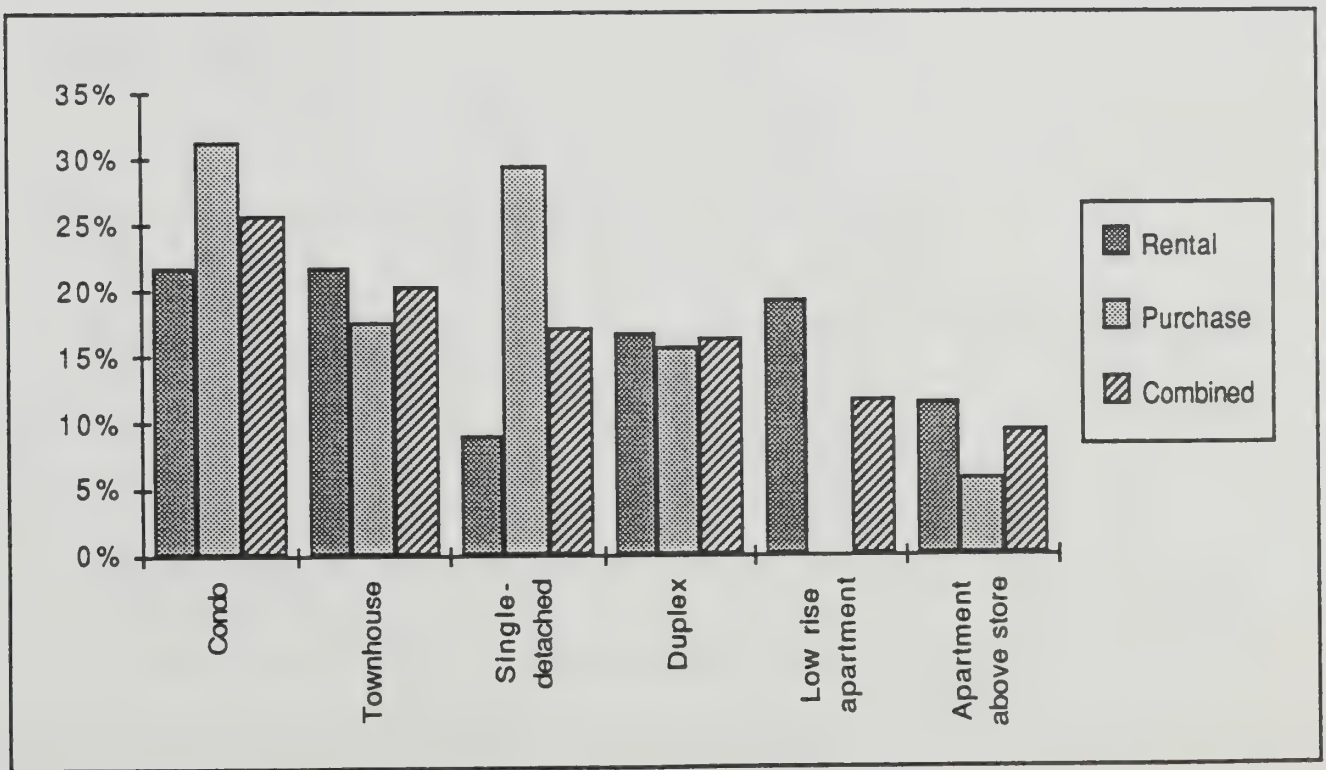
Graph 2

SIZE OF MARKET BY RENT/PURCHASE(Q. 10A)



Graph 3

TYPE OF BUILDING INTERESTED IN (Q. 9B)



1.0 BACKGROUND

Hamilton-Halton Home Builders Association required marketing research information from Hamilton-Wentworth residents concerning their attitudes towards the potential of new housing development in the downtown area. This downtown area consisted of the area between James and Wellington, and Main and Rebecca Streets. An additional objective of this study was to determine the current perception of downtown. The results of the study will provide input towards marketing and advertising strategies.

2.0 OBJECTIVES

The main objectives of the study were:

1. To determine their current perception of the downtown area (ie. strengths and weaknesses - lighting, safety, transportation, schools).
2. To determine what are the main attractions in the downtown area.
3. To examine what type of stores/services respondents would like to see downtown.
4. To determine what specific area of downtown has the most potential for residential/commercial use.
5. To examine what changes or improvements would encourage them to live downtown.
6. To determine frequency respondents have been to downtown in the last and the reasons (e.g. shopping, work, business or personal reasons).
7. To determine what type of housing would be interested in (e.g. single family, high rise, townhouse, stack, quad., 3-storey walk-up, 4 or 5 stories).
8. To assess their level of interest in purchasing in the downtown core (live vs. investment).
9. To examine what price they were willing to pay, size of building etc.

10. To determine their level of interest in a list of specific locations and types of property (ie. based on a list provided by the client).
11. To examine what factors would affect their purchase decision for downtown property (e.g. style, price, builder etc.)
12. To provide a demographic profile of residents interested in purchasing downtown (e.g. age, area where work, occupation, type of household).
13. To determine which advertising media they use and which media they feel is the most important to find out information about downtown real estate.

3.0 RESEARCH METHODOLOGY

A total of 300 completed telephone interviews were conducted with a random sample of residents who live in Hamilton-Wentworth. See Appendix A for a copy of the questionnaire. All respondents were screened to determine their likelihood to move in the next two years (rental vs. purchase) or interest in purchasing real estate as an investment. The actual fieldwork was conducted between April 8 to April 25, 1998 with an overall response rate of 16.5% (see Appendix B for detailed response rate results).

The interviews took approximately 10 minutes to complete. A pretest was conducted prior to the fieldwork to determine any potential difficulties.

4.0 SUMMARY OF RESULTS

Plans To Purchase vs. Rent (Q. 1b)

Based on the 300 completed interviews, a total of 53.3% indicated that they planned to purchase vs. 46.7% planned to rent. Respondents who lived in other areas (including Dundas, Ancaster, Flamborough) were the most likely to consider purchasing. The most frequently mentioned areas respondents initially considered moving to were West Mountain (24.0%), East Hamilton (24.0%), Central Mountain (22.3%) and West Hamilton (18.0%). A total of 13.7% indicated that they were considering to move Downtown. As may be expected, respondents who lived in Hamilton were more likely to consider moving downtown (16.8%) vs. Stoney Creek (3.3%) and other areas (6.0%).

Main Attractions of Downtown Core (Q. 3)

All respondents were asked to indicate in their opinion, the main attractions downtown and up to five mentions were recorded. As a result, Copps Coliseum was the most frequently mentioned (58.0%), followed by Jackson Square (41.0%), Hamilton Place (35.0%), Farmer's Market (30.7%), Library (20.7%), Gore Park/Fountain (14.7%), Convention Centre (13.3%) and Art Gallery of Hamilton (12.3%). Copps Coliseum and Jackson Square were more likely to be mentioned by Stoney Creek and Other Areas respondents whereas Farmer's Market and Library were more likely to have been mentioned by Hamilton respondents. Hamilton Place was equally mentioned by all three geographic areas.

Strengths/Weaknesses of Downtown Core (Q. 4a)

All 300 respondents were asked to indicate in their own words what are the strengths of the Downtown core for people living downtown. The results were as follows: 'bus access/bus routes' (55.7%), 'close to work' (36.3%), 'convenience of entertainment' (24.3%) and 'closeness to business/stores' (15.3%). Respondents in Stoney Creek were more likely to mention 'bus access' in comparison to respondents in Other areas who were more likely to mention 'close to work'.

The weaknesses of the Downtown Core were perceived to be 'run-down buildings' (39.3%), 'unclean' (33.0%), 'too many businesses/stores closing' (30.3%), 'too many beggars/panhandlers' (28.7%), 'too many kids/bums loitering' (28.3%), 'expensive parking' (27.0%) and 'noise' (21.7%). Respondents in Other areas were more likely to mention 'unclean' and Hamilton respondents were more likely to mention 'too many businesses/stores closing'. It is interesting to note that when respondents were asked to indicate the weaknesses of downtown without prompted answers, they mainly commented on the visual aspects of downtown.

Rating of Specific Aspects of Downtown (Q. 5a)

A total of eleven specific aspects of Downtown were rated on a scale of 1 to 10 where 10 is excellent and 1 is poor. The aspect with the highest excellent rating was 'accessibility to downtown' (8.09), followed by 'variety of stores' (7.52), 'variety of restaurants' (7.38), 'variety of cultural events' (7.18), 'prices for products/services' (6.95), 'availability of residential housing' (6.27), 'availability of schools' (6.25) and 'variety of stores' (6.13). Aspects with the lowest rating were: 'safety' (5.59), 'attractiveness' (5.38) and 'parking' (4.84). Overall, Hamilton respondents were more likely to give lower ratings for specific aspects than Stoney Creek and Other areas.

Most Important Aspect For Living Downtown (Q. 6)

Of these eleven specific aspects, approximately one-half (49.0%) indicated 'safety' as the most important aspect for living downtown. Rating second was 'availability of residential housing' (12.0%), followed by 'variety of stores' (10.3%) and 'accessibility to downtown' (8.3%). Respondents who live in Other areas were more likely to rate 'safety' as the most important (70.0%). 'Variety of stores' was more important for Hamilton respondents.

Of the respondents who were very likely to consider living downtown, while 'safety' was still the highest percentage (26.5%), 'availability of residential housing', and 'accessibility to downtown' followed more closely (20.6% and 20.6% respectively).

New Stores For Downtown (Q. 7a)

When respondents were asked what type of stores they would like to see located downtown if they lived downtown, the most frequently mentioned response was 'grocery/supermarket' (33.3%), followed by 'clothing stores' (16.7%), 'drug store' (13.0%) and 'Zellers' (12.7%).

Importance of Specific Businesses (Q. 7b)

Of the six type of stores/businesses specifically mentioned, on a scale of 1 to 10 where 10 is very important and 1 is not important, 'grocery stores' received the highest very important rating (9.29), followed by 'restaurants' (7.52), 'hardware store' (7.48), 'specialty stores' (7.35), 'cafes' (6.72) and 'day care' (6.30). Respondents in Stoney Creek were more likely to feel that 'grocery stores' and 'day care' were important and respondents in Other areas were more likely to feel that 'cafes', 'restaurants' and 'specialty stores' were important. New facilities needed included 'community centre' (17.7%), 24 hr. drug store (16.0%), 'youth centre' (9.3%) and 'fitness centre' (8.7%).

Specialty stores were of slightly higher importance for respondents who were very likely to consider living downtown.

Potential for Residential Housing (Q. 8a)

All 300 respondents were asked whether they strongly agree, somewhat agree, somewhat disagree or strongly disagree that there is potential for residential housing in the Downtown area. As a result, the majority (64.0%) agreed (24.3% - strongly, 39.7% - somewhat) that there was potential for housing in the Downtown area. Hamilton and Other area respondents were the most likely to agree that there was potential. Positive comments in favour of new residential housing were: 'new buildings would be an improvement to downtown', 'would increase the population', and 'there is a need for affordable housing'. Negative comments opposed to new residential housing were: 'think of downtown as commercial and not residential', 'too crowded' and 'already quite a few apartments downtown'.

Potential for Commercial Development (Q. 8b)

The support for commercial development was higher than for residential housing. Three-quarters (75.3%) agreed (39.0% - strongly, 36.3% - somewhat) that there was potential for commercial development. Respondents in Stoney Creek were the most likely to strongly agree. Positive comments in favour of commercial development were: 'need new businesses', 'revitalize closed stores' and 'stores would increase shopping downtown'. Negative comments opposed to commercial development were: 'pointless to build new stores that will stand empty', 'not interested' and 'there is enough business there already'.

Interest in Rent vs. Purchase (Q. 9a)

Overall, there was a higher level of interest in renting than purchasing downtown (57.7% vs. 42.3%). Hamilton respondents (60.9%) were the most likely to be interested in renting in comparison to Stoney Creek (53.3%) and Other area respondents (46.0%).

Respondents who were very likely to consider living downtown were more likely to be interested in renting (70.6%).

Type of New Building To Rent (Q. 9b1,c1)

The most frequently mentioned type of building interested in renting was 'low rise apartment' (37.6%) and 'condominium' (36.4%). There was a lower level of interest in renting 'single-detached' (29.5%), 'townhouse' (25.4%), 'duplex' (17.3%) and 'apartment above store' (8.7%). There was a higher level of interest in renting a townhouse among Hamilton respondents.

Among respondents who were very likely to consider living downtown, 33.3% indicated 'low-rise apartment' and 33.3% indicated 'condominium'. 'Townhouse' was the next highest in interest (25.0%), followed by 'apartment above store' (20.8%), 'duplex' (16.7%) and 'single-detached' (12.5%). Respondents who were somewhat likely to consider living downtown were most likely to be interested in a townhouse or duplex.

The average amount willing to pay for monthly rent ranged from \$789 to \$593: single-detached (\$789), condominium (\$752), townhouse (\$712) duplex (\$650), apartment above store (\$593) and low-rise apartment (\$571). Hamilton respondents were willing to pay lower amounts than Stoney Creek and Other areas.

Type of New Building To Purchase (Q. 9b2.c2)

In comparison to rental housing, the most frequently mentioned type of building to purchase was 'single-detached' (61.4%), followed by 'condominium' (37.8%), 'townhouse' (17.3%), 'duplex' (9.4%) and 'apartment above store' (3.1%).

The average purchase price willing to pay ranged from \$164K - \$126K: single-detached (\$164K), duplex (\$140K), townhouse (\$137K), condominium (\$131K) and apartment above store (\$127K). Similar to monthly rental, Hamilton respondents were willing to pay lower prices than Stoney Creek and Other areas.

Of the respondents who were very or somewhat likely to consider living downtown, 'condominium' received the highest percentage (47.1%), followed by 'single-detached' (44.1%), 'townhouse' (26.5%), 'duplex' (23.5%) and 'apartment above store' (8.8%).

Ideas For Other Buildings (Q. 9d)

The most frequently mentioned suggestion for another type of building was a retirement villas or high rises for seniors.

Size of Dwelling Interested In (Q. 9e)

Of the respondents who were very likely to consider living downtown, 35.3% were interested in a 1-bedroom, 32.4% were interested in a 3-bedroom and 29.4% in a 2-bedroom. Combining both respondents who were very likely and somewhat likely, the highest level of interest was in 3-bedroom (37.8%) and 2-bedroom (39.0%), followed by a 1-bedroom (22.0%).

Likelihood To Consider Living Downtown (Q. 10a,b,c,d)

All respondents were asked their likelihood to consider living downtown if there was new housing to meet their needs. Overall, 11.3% were very likely, 16.0% were somewhat likely, 18.3% were not very likely and 54.3% were not at all likely. Therefore, there was some potential (very or somewhat likely) among one-third of the respondents (27.3%). Among Hamilton respondents 34.6% were very or somewhat likely in comparison to Stoney Creek (10.0% - somewhat likely) and Other areas (6.0% - somewhat likely). Based on these results, it is evident that the potential market for living downtown is among Hamilton respondents.

Of the 34 respondents who indicated very likely, 27 (79.4%) indicated that they already live downtown. Main reasons why respondents were not likely to consider living downtown were: 'prefer to live where there is more space' (31.7%), 'feel unsafe/unsafe neighbourhoods' (24.3%), 'run down' (25.7%) and 'too much noise' (13.3%).

When respondents were asked whether their likelihood to consider living downtown would increase if these changes were made, only 14.2% indicated that it would increase their likelihood to live downtown.

Interest in Financial Investment Downtown (Q. 11a)

Overall, of the 300 respondents, 2.3% (7) were very likely, 6.0% (18) were somewhat likely and 91.7% were not likely to consider purchasing rental property as a financial investment in the next three years (see Q. 1c). Of these 25 respondents who were very or somewhat likely to consider purchasing property, 8.0% were very interested, 44.0% were somewhat interested, 24.0% were not very interested, and 24.0% were not at all interested in purchasing in the Downtown area. All interested respondents preferred to purchase residential over commercial property.

Changes To Increase Likelihood To Live Downtown (Q. 12a)

When asked what changes were needed to increase likelihood to live downtown, the most frequently mentioned responses were: 'clean streets/general clean-up' (9.3%), 'safety should be improved' (5.0%), 'renovate downtown buildings' (5.0%) and 'remove street people' (4.3%).

Others Consider Renting/Purchasing Downtown (Q. 12b)

All respondents were asked if there was anyone they knew who would consider renting, purchasing or purchasing as an investment in the downtown area. In total, 31.0% indicated that they knew of someone interested in renting, 13.0% knew of someone interested in purchasing and 10.0% knew of someone who was interested in purchasing as an investment. The most frequently mentioned ages of these other people were 25 - 34 years (31.4%), 35 - 44 years (25.6%) and 45 - 54 years (24.8%).

Feel Improvements Made To Downtown (Q. 13a)

Overall, the majority (66.3%) felt that improvements have been made to the downtown area. Stoney Creek respondents were the most likely to feel improvements (73.3%) in comparison to Hamilton (67.3%) and Other area respondents (58.0%). Positive comments were: 'more trees/flowers' (32.3%), 'looks cleaner' (32.3%), 'new sidewalks' (23.7%) and 'fountain/Gore Park' (12.3%). Negative comments were: 'have not noticed' (21.0%) and 'deteriorating' (8.7%).

Respondents who were very or somewhat likely to consider living downtown were also more likely to have felt that improvements had been made to the downtown area.

Awareness of Specific Changes Downtown (Q. 14a)

Respondents had the highest level of awareness of the 'planting of flowers' (82.0%), 'new sidewalks' (66.3%), 'events in Gore Park' (66.3%), 'two hours free parking' (47.3%), 'free street parking' (40.7%) and 'additional parking meters' (28.0%). Hamilton respondents were more likely to be aware of 'planting of flowers' and 'events in Gore Park'.

Importance of Specific Aspects Downtown (Q. 15)

The very important ratings for 'heritage buildings' (64.7%), 'promotion of family entertainment' (65.3%) and 'ways to *green* Downtown' (62.7%) were similar. When very and somewhat important responses were combined, 'promotion of family entertainment' (95.6%) was

the most important followed by 'ways to green Downtown' (94.4%) and 'maintaining heritage buildings' (82.4%).

Daily Newspapers Read (Q. 17)

Overall, 81.3% indicated that they read The Hamilton Spectator, followed by Toronto Star (10.3%), Toronto Sun (10.3%), Globe & Mail (6.7%) and Financial Post (1.0%).

Radio Station Listen To (Q. 18)

The most frequently mentioned radio stations were CHML (21.0%), K-LITE FM (17.3%), Y95 (15.7%) and CBC (6.7%).

Of the respondents who were very likely to consider living downtown, the most frequently mentioned radio station was K-LITE FM (29.4%). Combining both respondents who were very and somewhat likely, 19.5% listen to K-LITE FM, 15.9% listen to CHML and 13.4% listen to both Y95 and CBC.

Best Advertising Media (Q. 19)

Overall, the best advertising media to find out information about downtown real estate was newspaper (67.3%), flyers (11.3%), radio (9.7%), billboard (6.7%) and direct mail (6.3%).

Frequency To Visit Downtown (Q. 20)

Of the 300 respondents, 50.0% indicated that they visit downtown once a week, 11.0% every two weeks, 2.3% every three weeks, 13.3% once a month, 19.3% less than once a month and 4.0% indicated that they never visit downtown. Respondents in Other areas were slightly less likely to visit downtown as often as Hamilton and Stoney Creek respondents.

As may be expected, respondents who visited downtown more often were the most likely to consider living downtown.

Reasons Why Come Downtown (Q. 21a,b)

The main reasons why respondents come downtown were: 'shopping' (60.7%), 'entertainment' (51.0%), 'appointments' (35.7%), 'business' (25.0%) and 'work' (21.0%). Hamilton and Stoney Creek respondents were more likely to indicate shopping. All areas were equally likely for 'appointments' and Stoney Creek/Other areas were more likely to indicate 'work'.

Reasons why they do not shop more often were: 'too far to travel/mall closer to home' (47.6%), 'too expensive to park' (26.7%) and 'not enough variety/poor selection of stores' (23.0%). Only 1.3% indicated that 'stores were too expensive'.

Work in Downtown (Q. 22a)

Overall, a total of 14.7% indicated that they work in the Downtown area. A slightly higher percentage of respondents who work in the downtown area live in Other areas (20.0%) vs. Hamilton (13.2%) and Stoney Creek (16.7%).

The results indicated that respondents who were very likely to consider living downtown were not significantly more likely to work downtown.

Importance of GO Station (Q. 22b)

When asked how important the GO Station was, 17.2% indicated that the proximity to the GO Station was an important consideration in deciding where to live. This aspect was of higher importance to Hamilton respondents (21.5%) than Stoney Creek (4.0%) or Other area respondents (5.0%).

Respondents who were very likely to consider living downtown were more likely to feel that proximity to the GO Station was important.

Demographics By Likelihood To Consider Living Downtown (O. 23 - 30)

Respondents who were very likely to consider living downtown were more likely to be established singles, young couples and established couples. New and established families were more likely to indicate somewhat likely. Their income levels were slightly lower than the overall income levels.

Size of Market Considering To Live Downtown

The results of the study indicated that the size of the potential rental market (11.3%) was larger than the potential purchase market (16.3%). Combining both markets, 27.3% were very or somewhat likely to consider living downtown:

<u>Size of Purchase Market</u>	<u>(N=300)</u>	<u>%</u>
Very Likely To Live Downtown	10	3.3%
Somewhat Likely To Live Downtown	<u>24</u>	<u>8.0%</u>
Total Likelihood To Live Downtown	34	11.3%
<u>Size of Rental Market</u>		
Very Likely To Live Downtown	24	8.0%
Somewhat Likely To Live Downtown	<u>24</u>	<u>8.0%</u>
Total Likelihood To Live Downtown	48	16.0%
<u>Size of Purchase and Rental Market</u>		
Very Likely To Live Downtown	34	11.3%
Somewhat Likely To Live Downtown	<u>48</u>	<u>16.0%</u>
Total Likelihood To Live Downtown	82	27.3%

Respondents very or somewhat likely to consider purchasing downtown were more likely to be professional and retired whereas renters were more likely to be blue collar, students and sales occupations. Purchasers had a slightly higher level of education, 35 - 54 years of age and currently rent.

Type of Buildings Interested In By Likelihood To Consider Living Downtown

For the Rental market only, the most preferred buildings were condominium (28.1%), townhouse (21.8%) and low-rise apartment (19.2%). For the Purchase market only, the most preferred buildings were condominium (31.4%), single-detached (29.4%) and townhouse (17.6%). These results were the combined results for respondents who were very likely and somewhat likely. When both the Purchase and Rental market were combined, the most preferred building was condominium (25.6%), followed by townhouse (20.2%). It is recommended that a combination of buildings be developed:

Rental Market Only

	<u>Very Likely</u>		<u>Somewhat Likely</u>		<u>Total Likely</u>	
Condominium	8	23.5%	9	20.5%	17	21.8%
Townhouse	6	17.7%	11	25.0%	17	21.8%
Single-detached	3	8.8%	4	9.1%	7	9.0%
Duplex	4	11.8%	9	20.5%	13	16.7%
Low-rise apartment	8	23.5%	7	15.8%	15	19.2%
Apartment above store	5	<u>14.7%</u>	4	<u>9.1%</u>	9	<u>11.5%</u>
		100.0%		100.0%		100.0%

Purchase Market Only

	<u>Very Likely</u>		<u>Somewhat Likely</u>		<u>Total Likely</u>	
Condominium	4	25.0%	12	34.3%	16	31.4%
Townhouse	4	25.0%	5	14.4%	9	17.6%
Single-detached	5	31.2%	10	28.6%	15	29.4%
Duplex	1	6.3%	7	20.0%	8	15.7%
Low-rise apartment	-	-	-	-	-	-
Apartment above store	2	<u>12.5%</u>	1	<u>2.8%</u>	3	<u>5.9%</u>
		100.0%		100.0%		100.0%

Combined Purchase and Rental Market

	<u>Very Likely</u>		<u>Somewhat Likely</u>		<u>Total Likely</u>	
Condominium	12	24.0%	21	26.5%	33	25.6%
Townhouse	10	20.0%	16	20.3%	26	20.2%
Single-detached	8	16.0%	14	17.7%	22	17.1%
Duplex	5	10.0%	16	20.3%	21	16.2%
Low rise apartment	8	16.0%	7	8.9%	15	11.6%
Apartment above store	7	<u>14.0%</u>	5	<u>6.3%</u>	12	<u>9.3%</u>
		100.0%		100.0%		100.0%

5.0 DETAILED RESULTS

Q1B Plans To Purchase vs. Rent

	Hamilton	CITY Stoney Creek	Other	Total
Q1B PLANS TO PURCHASE VS. RENT				
Purchase	111	17	32	160
	50.5%	56.7%	64.0%	53.3%
Rent	109	13	18	140
	49.5%	43.3%	36.0%	46.7%
Total	220	30	50	300
	100.0%	100.0%	100.0%	100.0%

Q2A Areas Consider Moving To

	Hamilton	CITY Stoney Creek	Other	Total
Q2A AREAS CONSIDER MOVING TO				
West Mountain	58	6	13	77
	26.4%	20.0%	26.0%	25.7%
East Hamilton	62	10	0	72
	28.2%	33.3%	.0%	24.0%
Central Mountain	55	9	3	67
	25.0%	30.0%	6.0%	22.3%
West Hamilton	38	3	13	54
	17.3%	10.0%	26.0%	18.0%
Stoney Creek	23	22	1	46
	10.5%	73.3%	2.0%	15.3%
East Mountain	36	8	0	44
	16.4%	26.7%	.0%	14.7%
Dundas	16	2	24	42
	7.3%	6.7%	48.0%	14.0%
Downtown	37	1	3	41
	16.8%	3.3%	6.0%	13.7%
Ancaster	11	3	21	35
	5.0%	10.0%	42.0%	11.7%
Flamborough	9	1	16	26
	4.1%	3.3%	32.0%	8.7%
Burlington	2	1	1	4
	.9%	3.3%	2.0%	1.3%
Other	8	3	0	11
	3.6%	10.0%	.0%	3.7%
Total	220	30	50	300
	100.0%	100.0%	100.0%	100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q3 Main Attractions of Downtown Core

	Hamilton	CITY Stoney Creek	Other	Total
Q3 MAIN ATTRACTIONS OF DOWNTOWN CORE				
Copps Coliseum	120 54.5%	20 66.7%	34 68.0%	174 58.0%
Jackson Square	86 39.1%	16 53.3%	21 42.0%	123 41.0%
Hamilton Place	76 34.5%	10 33.3%	19 38.0%	105 35.0%
Farmers Market	77 35.0%	5 16.7%	10 20.0%	92 30.7%
Library	49 22.3%	5 16.7%	8 16.0%	62 20.7%
Fountain/Gore Park	35 15.9%	3 10.0%	6 12.0%	44 14.7%
Convention Centre	20 9.1%	9 30.0%	11 22.0%	40 13.3%
Art Gallery	28 12.7%	1 3.3%	8 16.0%	37 12.3%
Eaton Centre	22 10.0%	2 6.7%	5 10.0%	29 9.7%
Football Hall of Fame	7 3.2%	1 3.3%	1 2.0%	9 3.0%
Restaurants	7 3.2%	0 .0%	1 2.0%	8 2.7%
Theatre Aquarius	2 .9%	3 10.0%	3 6.0%	8 2.7%
Historic buildings	6 2.7%	0 .0%	0 .0%	6 2.0%
Bars/pubs	5 2.3%	0 .0%	0 .0%	5 1.7%
Shopping	3 1.4%	0 .0%	1 2.0%	4 1.3%
City Hall	4 1.8%	0 .0%	0 .0%	4 1.3%

(continued)

Q3 Main Attractions of Downtown Core (Continued)

	Hamilton	CITY Stoney Creek	Other	Total
Q3 MAIN ATTRACTIONS OF DOWNTOWN CORE				
YWCA/YMCA	2	0	0	2
Night life	2	0	0	2
Bingo	1	0	1	2
Ambience	1	0	0	1
Casino	1	0	0	1
Whitehurn	1	0	0	1
Bulldogs	1	0	0	1
Diversity of people	1	0	0	1
Free parking	1	0	0	1
Sheridan Hotel	0	1	0	1
Churches	1	0	0	1
Total	220	30	50	300
	100.0%	100.0%	100.0%	100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q4A Strengths of Downtown Core

	Hamilton	CITY Stoney Creek	Other	Total
Q4A STRENGTHS OF DOWNTOWN CORE				
Bus access/bus routes	119	20	28	167
	54.1%	66.7%	56.0%	55.7%
Close to work	76	9	24	109
	34.5%	30.0%	48.0%	36.3%
Convenience of entertainment	55	7	11	73
	25.0%	23.3%	22.0%	24.3%
Closeness to businesses/stores	37	2	7	46
	16.8%	6.7%	14.0%	15.3%
Convenience in general	23	2	4	29
	10.5%	6.7%	8.0%	9.7%
Variety of housing	2	1	1	4
	.9%	3.3%	2.0%	1.3%
Farmers Market	3	0	0	3
Heritage building	3	0	0	3
Restaurants	3	0	0	3
Copps Coliseum	2	0	0	2

(continued)

Q4A Strengths of Downtown Core (Continued)

	Hamilton	CITY Stoney Creek	Other	Total
Q4A STRENGTHS OF DOWNTOWN CORE				
Victorian look	2	0	0	2
Gore Park	2	0	0	2
Go Station	2	0	0	2
Art Gallery	1	0	0	1
Library	1	0	0	1
Quick travel time to work	1	0	0	1
Close to McMaster	0	1	0	1
One-way streets	1	0	0	1
Bingo Hall	1	0	0	1
Long standing neighbourhoods	1	0	0	1
Not to many mini malls	1	0	0	1
Unemployment/welfare missions	1	0	0	1
City Hall	1	0	0	1
Easy access to highways	1	0	0	1
Executive offices	0	1	0	1
Many small independent retailers	0	1	0	1
YWCA/YMCA	1	0	0	1
Small town atmosphere	0	0	1	1
Do not know	32	5	5	42
	14.5%	16.7%	10.0%	14.0%
Total	220	30	50	300
	100.0%	100.0%	100.0%	100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q4B Weaknesses of Downtown Core

	Hamilton	CITY Stoney Creek	Other	Total
Q4B WEAKNESSES OF DOWNTOWN CORE				
Rundown buildings	85 38.6%	12 40.0%	21 42.0%	118 39.3%
Unclean	66 30.0%	10 33.3%	23 46.0%	99 33.0%
Too many businesses/stores closing	71 32.3%	7 23.3%	13 26.0%	91 30.3%
Too many beggars/panhandlers	69 31.4%	10 33.3%	7 14.0%	86 28.7%
Too many kids and bums loitering	64 29.1%	9 30.0%	12 24.0%	85 28.3%
Expensive parking	61 27.7%	8 26.7%	12 24.0%	81 27.0%
Noise	45 20.5%	8 26.7%	12 24.0%	65 21.7%
Too many one-way streets	11 5.0%	4 13.3%	5 10.0%	20 6.7%
Availability of parking not good/no parking	12 5.5%	0 .0%	3 6.0%	15 5.0%
Too much traffic	7 3.2%	5 16.7%	1 2.0%	13 4.3%
Prostitution/drugs/ crime	7 3.2%	0 .0%	3 6.0%	10 3.3%
Unsafe	7 3.2%	0 .0%	2 4.0%	9 3.0%
Poor variety of stores	3 1.4%	1 3.3%	2 4.0%	6 2.0%
Pollution	6 2.7%	0 .0%	0 .0%	6 2.0%
Too crowded	1 .5%	1 3.3%	4 8.0%	6 2.0%

(continued)

Q4B Weaknesses of Downtown Core (Continued)

	Hamilton	CITY Stoney Creek	Other	Total
Q4B WEAKNESSES OF DOWNTOWN CORE				
In need of repair/clean up	5 2.3%	0 .0%	0 .0%	5 1.7%
Too many bars/pubs	4 1.8%	0 .0%	0 .0%	4 1.3%
Nothing to attract people to the core	4 1.8%	0 .0%	0 .0%	4 1.3%
Expensive property tax	2 1.0%	2 6.7%	1 2.0%	5 1.7%
Poor planning	2	0	0	2
Expensive housing	1	1	0	2
Poor lighting at night	1	0	0	1
Very busy	1	0	0	1
Low class	1	0	0	1
Not easy accessible	1	0	0	1
Bingo Hall	1	0	0	1
Pawn shops	1	0	0	1
No public washroom	1	0	0	1
Construction	1	0	0	1
Too many second rate businesses	1	0	0	1
Expensive stores	0	1	0	1
Video arcades	1	0	0	1
Sex shops/x-rated cinemas	1	0	0	1
Stores are not open late enough	1	0	0	1
Contaminated ground north of King street	1	0	0	1
No place for children	0	1	0	1
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q5A Rating For Specific Aspects Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q5A-1 PARKING				
Mean	4.47	6.50	5.45	4.84
Std Dev*	2.57	2.15	2.07	2.53
Count	217	30	49	296
Q5A-2 VARIETY OF STORES				
Mean	5.88	7.33	6.46	6.13
Std Dev	2.22	1.69	1.83	2.15
Count	215	30	50	295
Q5A-3 ACCESSIBILITY TO DOWNTOWN				
Mean	8.08	8.40	7.98	8.09
Std Dev	1.62	1.50	1.74	1.62
Count	220	30	50	300
Q5A-4 PRICES FOR PRODUCTS/SERVICES				
Mean	6.74	7.53	7.43	6.95
Std Dev	1.73	1.50	1.10	1.65
Count	198	30	47	275
Q5A-5 VARIETY OF CULTURAL EVENTS				
Mean	6.94	8.10	7.58	7.18
Std Dev	1.80	1.97	1.72	1.84
Count	195	29	48	272
Q5A-6 VARIETY OF SPORTS EVENTS				
Mean	7.27	8.77	7.75	7.52
Std Dev	1.92	1.30	1.86	1.91
Count	195	30	48	273
Q5A-7 AVAILABILITY OF RESIDENTIAL				
Mean	5.91	7.48	6.94	6.27
Std Dev	2.23	.82	1.89	2.14
Count	173	25	47	245
Q5A-8 SAFETY				
Mean	5.48	6.43	5.54	5.59
Std Dev	2.16	1.36	2.02	2.08
Count	209	30	50	289
Q5A-9 VARIETY OF RESTAURANTS				
Mean	7.28	8.10	7.36	7.38
Std Dev	1.72	1.21	1.55	1.66
Count	199	30	50	279

* Standard Deviation is the range of responses above and below the mean.

(continued)

Q5A Rating For Specific Aspects Downtown (Continued)

	Hamilton	CITY Stoney Creek	Other	Total
Q5A-10 ATTRACTIVENESS				
Mean	5.34	5.90	5.26	5.38
Std Dev	2.15	1.77	2.22	2.13
Count	208	30	50	288
Q5A-11 SCHOOLS				
Mean	6.32	6.89	5.56	6.25
Std Dev	1.92	1.87	2.55	2.08
Count	145	28	43	216

Q5B-1 Reasons For Low Rating of Parking

	Hamilton	CITY Stoney Creek	Other	Total
Q5B-1 REASONS FOR LOW RATING OF PARKING				
Expensive	119	10	23	152
Not enough parking lots	58	5	8	71
Better with free parking	3	0	1	4
Underground parking dangerous	3	0	0	3
Lots of parking/no free parking	1	0	1	2
Too congested/busy	2	0	0	2
Inconvenient	2	0	0	2
Very rude	1	0	0	1
Not interested	1	0	0	1
Free parking at malls	1	0	0	1
Not willing to pay for parking	1	0	0	1
Poor	1	0	0	1
Not enough wheelchair parking	1	0	0	1
Street parking	1	0	0	1
No residential parking	1	0	0	1
No particular reason	4	0	1	5
Total	160	11	27	198

* The numbers do not add to the sample as a result of the multiple mentions.

Q5B-2 Reasons For Low Rating of Variety

	Hamilton	CITY Stoney Creek	Other	Total
Q5B-2 REASONS FOR LOW RATING OF VARIETY				
Not many stores				
left/empty stores	49	4	9	62
Poor variety	29	0	5	34
Shopping malls have everything	6	0	0	6
Most necessities not available	2	0	2	4
Either cheap or too expensive	3	0	0	3
Jackson Square is half empty	3	0	0	3
Good stores do not stay in business long	2	0	0	2
Too many dollar stores	2	0	0	2
No boutiques	1	0	0	1
Seniors can not find good clothing	1	0	0	1
Too much repetition	1	0	0	1
Business tax too high	1	0	0	1
Not enough clothing stores	1	0	0	1
More ethnic representation	1	0	0	1
Too many highend clothing stores	1	0	0	1
Need small stores	1	0	0	1
No hardware stores	1	0	0	1
No fabric store	1	0	0	1
Need more department stores	1	0	0	1
No particular reason	7	0	0	7
Total	108	4	16	128

* The numbers do not add to the sample as a result of the multiple mentions.

Q5B-3 Reasons For Low Rating of Accessibility

	Hamilton	CITY Stoney Creek	Other	Total
Q5B-3 REASONS FOR LOW RATING OF ACCESSIBILITY				
One-way streets are confusing	8	2	3	13
Traffic is bad at times/congested	9	2	1	12
Poor bus service	2	0	1	3
Parking not where wanted	2	0	0	2
Out of town people would have to ask directions	1	0	0	1
Not a pleasant drive	1	0	0	1
No particular reason	3	0	0	3
Total	26	4	5	35

Q5B-4 Reasons For Low Rating of Prices

	Hamilton	CITY Stoney Creek	Other	Total
Q5B-4 REASONS FOR LOW RATING OF PRICES				
Expensive	33	3	1	37
No better than elsewhere	11	0	2	13
Average	8	0	0	8
Cheaper somewhere else	2	0	0	2
No particular reason	11	0	2	13
Total	65	3	5	73

Q5B-7 Reasons For Low Rating of Housing

	Hamilton	CITY Stoney Creek	Other	Total
Q5B-7 REASONS FOR LOW RATING OF RESIDENTIAL				
Not much available	31	0	3	34
Rundown dwellings	14	0	1	15
Not many decent houses available	8	0	1	9
Not familiar with housing	5	0	3	8
Decent, clean, reasonable housing needed	7	0	1	8
People cant afford to live there	3	0	0	3
Do not like the area	2	0	0	2
Not enough senior residence	1	0	0	1
Not a good place to raise a family	0	1	0	1
No particular reason	15	0	4	19
Total	86	1	13	100

Q6 Most Important For Living Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q6 MOST IMPORTANT TO LIVING DOWNTOWN				
Safety	95 43.2%	17 56.7%	35 70.0%	147 49.0%
Availability of residential housing	30 13.6%	3 10.0%	3 6.0%	36 12.0%
Variety of stores	26 11.8%	1 3.3%	4 8.0%	31 10.3%
Accessibility to downtown	21 9.5%	3 10.0%	1 2.0%	25 8.3%
Parking	18 8.2%	2 6.7%	3 6.0%	23 7.7%
Attractiveness of downtown	13 5.9%	2 6.7%	0 .0%	15 5.0%
Prices for products/services	9 4.1%	0 .0%	1 2.0%	10 3.3%
Schools	5 2.3%	2 6.7%	1 2.0%	8 2.7%
Variety of cultural events	2 .9%	0 .0%	1 2.0%	3 1.0%
Variety of sports events	1 .5%	0 .0%	0 .0%	1 .3%
Variety of restaurants	0 .0%	0 .0%	1 2.0%	1 .3%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q7A New Stores For Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q7A NEW STORES FOR DOWNTOWN				
Grocery/Supermarket	71 32.3%	12 40.0%	17 34.0%	100 33.3%
Clothing stores	34 15.5%	5 16.7%	11 22.0%	50 16.7%
Drug store	14 6.4%	10 33.3%	15 30.0%	39 13.0%
Zellers	31 14.1%	4 13.3%	3 6.0%	38 12.7%
Good department store	26 11.8%	0 .0%	3 6.0%	29 9.7%
Book stores(Chapters)	12 5.5%	2 6.7%	2 4.0%	16 5.3%
Walmart	14 6.4%	2 6.7%	0 .0%	16 5.3%
Gas stations	5 2.3%	2 6.7%	6 12.0%	13 4.3%
Geared to children	9 4.1%	1 3.3%	1 2.0%	11 3.7%
Boutiques	8 3.6%	0 .0%	1 2.0%	9 3.0%
Bargain stores/discount stores	9 4.1%	0 .0%	0 .0%	9 3.0%
Variety of different stores/mall	8 3.6%	0 .0%	1 2.0%	9 3.0%
Hardware store	7 3.2%	0 .0%	1 2.0%	8 2.7%
More restaurants/cafes	6 2.7%	0 .0%	0 .0%	6 2.0%
Warehouse type store	5 2.3%	1 3.3%	0 .0%	6 2.0%
Sporting good store	5 2.3%	0 .0%	0 .0%	5 1.7%

(continued)

Q7A New Stores For Downtown (Continued)

	Hamilton	CITY Stoney Creek	Other	Total
Q7A NEW STORES FOR DOWNTOWN				
Furniture stores	4 1.8%	0 .0%	0 .0%	4 1.3%
Variety store	4 1.8%	0 .0%	0 .0%	4 1.3%
Hobby shops	3 1.4%	0 .0%	0 .0%	3 1.0%
Fabric	3 1.4%	0 .0%	0 .0%	3 1.0%
Specialty shops	2 .9%	1 3.3%	0 .0%	3 1.0%
Appliance stores	2	0	0	2
Alternative food stores	2	0	0	2
Sears	1	0	1	2
Bi-way	2	0	0	2
K-Mart	2	0	0	2
Computer/technical	1	1	0	2
Antique stores	2	0	0	2
Shoe stores	1	0	1	2
Pet store	2	0	0	2
The Bay	2	0	0	2
Home Depot/Business Depot	1	1	0	2
International food store	1	0	0	1
European stores	1	0	0	1
Educational store for kids	1	0	0	1
Musical instrument stores	1	0	0	1
Bakeries	1	0	0	1
Fortinos	1	0	0	1
Jewellery store	1	0	0	1
Liquor store	1	0	0	1
Mens clothing store	1	0	0	1
Winners	1	0	0	1
Plant store/nursery	1	0	0	1
No other stores	38 17.3%	6 20.0%	19 38.0%	63 21.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q7B Importance of Specific Businesses

	Hamilton	CITY Stoney Creek	Other	Total
Q7B-1 GROCERY STORES				
Mean	9.20	9.67	9.46	9.29
Std Dev*	1.69	1.12	1.40	1.60
Count	220	30	50	300
Q7B-2 HARDWARE STORE				
Mean	7.54	6.83	7.64	7.48
Std Dev	2.25	2.00	1.57	2.13
Count	218	30	50	298
Q7B-3 DAY CARE				
Mean	6.31	6.87	5.92	6.30
Std Dev	3.57	2.99	3.56	3.51
Count	202	30	49	281
Q7B-4 CAFES				
Mean	6.62	6.70	7.15	6.72
Std Dev	2.19	1.42	1.40	2.02
Count	218	30	48	296
Q7B-5 RESTAURANTS				
Mean	7.39	7.47	8.08	7.52
Std Dev	1.77	1.25	1.26	1.66
Count	218	30	49	297
Q7B-6 SPECIALTY STORES				
Mean	7.23	7.45	7.78	7.35
Std Dev	1.93	.91	1.25	1.76
Count	215	29	50	294

* Standard Deviation is the range of responses above and below the mean.

* The percentages do not add to 100% as a result of the multiple mentions.

Q7B1 Other Important Stores

	Hamilton	CITY Stoney Creek	Other	Total
Q7B1 OTHER IMPORTANT STORES				
Department store	7	0	0	7
Furniture store	4	0	0	4
Drug stores	2	1	0	3
Children stores(Disney)	3	0	0	3
Beer store	2	0	0	2
Used goods/clothing	2	0	0	2
Book stores	1	0	1	2
Natural type gift store	2	0	0	2
Health food store	2	0	0	2
Video store	2	0	0	2
Appliance	1	0	0	1
Beauty shops	1	0	0	1
Sports stores	1	0	0	1
Discount kids clothing store	1	0	0	1
Bakeries	1	0	0	1
Ladies clothing	1	0	0	1
Europeon deli	1	0	0	1
Mens clothing/shoes	1	0	0	1
Stores that stay open late	1	0	0	1
Convenience stores	1	0	0	1
Clothing shops	1	0	0	1
Dollar store	1	0	0	1
Sporting good stores	1	0	0	1
Big box store	1	0	0	1
Decorating store	1	0	0	1
Florists/plant stores	1	0	0	1
Tourist shops	1	0	0	1
Computer stores	1	0	0	1
Music store	1	0	0	1
Jewellery store	1	0	0	1
No other stores	175	29	49	253
	79.5%	96.7%	98.0%	84.3%
Total	220	30	50	300
	100.0%	100.0%	100.0%	100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q7C New Facilities Preferred

	Hamilton	CITY Stoney Creek	Other	Total
Q7C NEW FACILITIES PREFERRED				
Community centre	35 15.9%	6 20.0%	12 24.0%	53 17.7%
24 hr drug store	28 12.7%	8 26.7%	12 24.0%	48 16.0%
Youth centre	21 9.5%	4 13.3%	3 6.0%	28 9.3%
Fitness centre	18 8.2%	5 16.7%	3 6.0%	26 8.7%
Recreational facilities/parks	18 8.2%	2 6.7%	1 2.0%	21 7.0%
Theatres open again/entertainment	7 3.2%	0 .0%	0 .0%	7 2.3%
Senior centre	4 1.8%	0 .0%	2 4.0%	6 2.0%
Medical clinics	4 1.8%	0 .0%	0 .0%	4 1.3%
Supermarket	4 1.8%	0 .0%	0 .0%	4 1.3%
Churches	2 .9%	2 6.7%	0 .0%	4 1.3%
Bike/walking paths	4 1.8%	0 .0%	0 .0%	4 1.3%
Fine dining restaurants	4 1.8%	0 .0%	0 .0%	4 1.3%
Casino	4 1.8%	0 .0%	0 .0%	4 1.3%
Police presence when needed	3	0	0	3
Public washrooms	3	0	0	3
Improved parking	2	1	0	3
Social/night clubs	3	0	0	3
Live theatres	2	0	0	2
Keep the buses on time (co-ordinate schedules)	2	0	0	2

(continued)

Q7C New Facilities Preferred

	Hamilton	CITY Stoney Creek	Other	Total
Q7C NEW FACILITIES				
PREFERRED				
Dental offices	1	0	0	1
Drug and alcohol centre	1	0	0	1
Financial services	1	0	0	1
Curling club	1	0	0	1
Public skating (roller/ice)	1	0	0	1
Laundromats	1	0	0	1
Shelters for homeless people	1	0	0	1
Cultural concerts	1	0	0	1
Post offices	1	0	0	1
24hr convenience stores	1	0	0	1
Lockers for purchases	1	0	0	1
Arcades(laser games for kids)	1	0	0	1
Children stores	0	0	1	1
Adult education	1	0	0	1
Bus routes north and south	1	0	0	1
Committee for mural	0	1	0	1
No particular facilities	87	9	28	124
	39.5%	30.0%	56.0%	41.3%
Total	220	30	50	300
	100.0%	100.0%	100.0%	100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q8A Potential For Residential Housing

	Hamilton	CITY Stoney Creek	Other	Total
Q8A POTENTIAL FOR RESIDENTIAL HOUSING				
Strongly agree	58 26.4%	2 6.7%	13 26.0%	73 24.3%
Somewhat agree	91 41.4%	9 30.0%	19 38.0%	119 39.7%
Somewhat disagree	28 12.7%	12 40.0%	10 20.0%	50 16.7%
Strongly disagree	30 13.6%	6 20.0%	5 10.0%	41 13.7%
Indifferent	13 5.9%	1 3.3%	3 6.0%	17 5.7%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q8A1 Reasons For Residential Development

	Hamilton	CITY Stoney Creek	Other	Total
Q8A1 REASONS FOR RESIDENTIAL DEVELOPMENT				
<u>Positive Comments</u>				
New buildings improvement to downtown	101 45.9%	11 36.7%	29 58.0%	141 47.0%
Would increase population	23 10.5%	0 .0%	0 .0%	23 7.7%
There is a need for affordable housing	10 4.5%	1 3.3%	1 2.0%	12 4.0%
Could walk to everything/convenience	9 4.1%	0 .0%	0 .0%	9 3.0%
Would be good if they were to clean up/fix up area	4 1.8%	0 .0%	2 4.0%	6 2.0%
Some people would move into new homes downtown	6 2.7%	0 .0%	0 .0%	6 2.0%
				(continued)

Q8A1 Reasons For Residential Development (Continued)

	Hamilton	CITY Stoney Creek	Other	Total
Q8A1 REASONS FOR RESIDENTIAL DEVELOPMENT				
Depends on the type of new buildings	3 1.4%	0 .0%	1 2.0%	4 1.3%
Houses could be built in empty parking lots	2	0	0	2
Build more apartment buildings	2	0	0	2
Residential housing for seniors	2	0	0	2
People have to live someplace	2	0	0	2
There is potential for revitalization	0	0	1	1
Would create jobs	1	0	0	1
Good investment potential	1	0	0	1
Keeps school, work and shopping localized	1	0	0	1
Adult building only would be OK	1	0	0	1
Convenient bus access	0	0	1	1

Negative Comments

Think of downtown commercial area not residential	31 14.1%	11 36.7%	12 24.0%	54 18.0%
Too crowded	7 3.2%	6 20.0%	5 10.0%	18 6.0%
Already quite a few apartments downtown	7 3.2%	2 6.7%	1 2.0%	10 3.3%
Bad reputation/unsafe	6 2.7%	0 .0%	2 4.0%	8 2.7%
Not many people want to live downtown	6 2.7%	0 .0%	0 .0%	6 2.0%
Not a nice area to live in	2 .9%	2 6.7%	1 2.0%	5 1.7%
Air/environment not good for children	4 1.8%	1 3.3%	0 .0%	5 1.7%
Rundown buildings would have to be demolished	4 1.8%	0 .0%	0 .0%	4 1.3%

(continued)

Q8A1 Reasons For Residential Development (Continued)

	Hamilton	CITY Stoney Creek	Other	Total
Q8A1 REASONS FOR RESIDENTIAL DEVELOPMENT				
Do not want housing geared to low income housing	2	1	0	3
Too much traffic/busy roads	3	0	0	3
Need to improve safety	2	0	0	2
Too central	1	0	0	1
Too many bars/pubs	1	0	0	1
Would create parking problems	1	0	0	1
New housing will destroy heritage architecture	1	0	0	1
Property would be to expensive to purchase	1	0	0	1
High-rises would not create sense of community	1	0	0	1
Do not know enough about area	0	0	1	1
Do not know	6	0	1	7
	2.7%	.0%	2.0%	2.3%
Total	220	30	50	300
	100.0%	100.0%	100.0%	100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q8B Potential For Commercial Housing

	Hamilton	CITY Stoney Creek	Other	Total
Q8B POTENTIAL FOR COMMERCIAL DEVELOPMENT				
Strongly agree	86	15	16	117
	39.1%	50.0%	32.0%	39.0%
Somewhat agree	77	9	23	109
	35.0%	30.0%	46.0%	36.3%
Somewhat disagree	21	6	6	33
	9.5%	20.0%	12.0%	11.0%
Strongly disagree	24	0	2	26
	10.9%	.0%	4.0%	8.7%
Indifferent	12	0	3	15
	5.5%	.0%	6.0%	5.0%
Total	220	30	50	300
	100.0%	100.0%	100.0%	100.0%

Q8B1 Reasons For Commercial Development

	Hamilton	CITY Stoney Creek	Other	Total
Q8B1 REASONS FOR COMMERCIAL DEVELOPMENT				
<u>Positive Comments</u>				
New businesses	69 31.4%	10 33.3%	21 42.0%	100 33.3%
Revitalize closed stores	52 23.6%	4 13.3%	11 22.0%	67 22.3%
Stores would increase shopping downtown	40 18.2%	12 40.0%	14 28.0%	66 22.0%
Need new buildings	11 5.0%	2 6.7%	1 2.0%	14 4.7%
More stores would encourage more residents	7 3.2%	1 3.3%	1 2.0%	9 3.0%
New stores	8 3.6%	0 .0%	0 .0%	8 2.7%
Keep up downtown/clean up core	4 1.8%	0 .0%	1 2.0%	5 1.7%
Good commercial area	1	1	0	2
Would create jobs	2	0	0	2
Lots of space	1	0	0	1
If they can fill the stores	1	0	0	1
Want more specialty/family businesses	1	0	0	1
Competition is a good thing	1	0	0	1
<u>Negative Comments</u>				
Pointless to build new stores that will stand empty	13 5.9%	2 6.7%	0 .0%	15 5.0%
Not interested	11 5.0%	0 .0%	2 4.0%	13 4.3%
There is enough business there already	10 4.5%	1 3.3%	0 .0%	11 3.7%
Few stores left/closing stores	4 1.8%	0 .0%	0 .0%	4 1.3%

(continued)

Q8B1 Reasons For Commercial Development (Continued)

	Hamilton	CITY Stoney Creek	Other	Total
Q8B1 REASONS FOR COMMERCIAL DEVELOPMENT				
Not enough business for closed stores	3	0	0	3
More free parking required	2	0	1	3
Residential is more important	2	0	0	2
Do not overcrowd	1	0	0	1
Better residential needed for seniors	1	0	0	1
Too many unattractive places	0	1	0	1
Commercial development will destroy heritage architecture	1	0	0	1
Tax base is too high	1	0	0	1
Could build casino	1	0	0	1
Do not want casino	1	0	0	1
Do not know	4	0	1	5
	1.8%	.0%	2.0%	1.7%
Total	220	30	50	300
	100.0%	100.0%	100.0%	100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q9A Interest in Rent vs. Purchase

	Hamilton	CITY Stoney Creek	Other	Total
Q9A INTEREST IN RENT VS. PURCHASE				
Rent	134	16	23	173
	60.9%	53.3%	46.0%	57.7%
Purchase	86	14	27	127
	39.1%	46.7%	54.0%	42.3%
Total	220	30	50	300
	100.0%	100.0%	100.0%	100.0%

Q9B1 Type of New Building To Rent

	Hamilton	CITY Stoney Creek	Other	Total
Low rise apartment	51 38.1%	8 50.0%	6 26.1%	65 37.6%
Single-detached	39 29.1%	4 25.0%	8 34.8%	51 29.5%
Apartment above store	15 11.2%	0 .0%	0 .0%	15 8.7%
Townhouse	38 28.4%	4 25.0%	2 8.7%	44 25.4%
Duplex	25 18.7%	3 18.8%	2 8.7%	30 17.3%
Condominium	49 36.6%	7 43.8%	7 30.4%	63 36.4%
Total	134 100.0%	16 100.0%	23 100.0%	173 100.0%

* Respondents who were interested in renting were asked this question.

Q9C1-1 Monthly Rent For Low Rise Apt.				Total
		CITY		
	Hamilton	Stoney Creek	Other	
Q9C1-1 RENT FOR LOW RISE APARTMENT				
Mean	562	593	667	571
Std Dev	102	106	289	114
Count	51	7	3	61

				Total
		CITY		
	Hamilton	Stoney Creek	Other	
Q9C1-2 RENT FOR SINGLE-DETACHED				
Mean	747	1000	906	789
Std Dev	138	0	132	154
Count	37	3	8	48

Q9C1-3 Monthly Rent For Above Store			Total
		CITY	
		Hamilton	
Q9C1-3 RENT FOR ABOVE NEW STORE			
Mean		593	593
Std Dev		135	135
Count		15	15

Q9C1-4 Monthly Rent For Townhouse				Total
		CITY		
	Hamilton	Stoney Creek	Other	
Q9C1-4 RENT FOR TOWNHOUSE				
Mean	700	775	800	712
Std Dev	159	29	283	156
Count	37	4	2	43

Q9C1-5 Monthly Rent For Duplex				Total
		CITY		
	Hamilton	Stoney Creek	Other	
Q9C1-5 RENT FOR DUPLEX				
Mean	638	650	800	650
Std Dev	143	50	283	147
Count	24	3	2	29

Q9C1-6 Monthly Rent For Condominium				Total
		CITY		
	Hamilton	Stoney Creek	Other	
Q9C1-6 RENT FOR CONDOMINIUM				
Mean	756	643	860	752
Std Dev	459	89	219	417
Count	47	7	5	59

* Standard Deviation is the range of responses above and below the mean.

Q9B2 Type of New Building To Purchase

	Hamilton	CITY Stoney Creek	Other	Total
Single-detached	51 59.3%	10 71.4%	17 63.0%	78 61.4%
Condominium	35 40.7%	5 35.7%	8 29.6%	48 37.8%
Townhouse	15 17.4%	2 14.3%	5 18.5%	22 17.3%
Apartment above store	4 4.7%	0 .0%	0 .0%	4 3.1%
Duplex	9 10.5%	0 .0%	3 11.1%	12 9.4%
Total	86 100.0%	14 100.0%	27 100.0%	127 100.0%

Q9C2-1 Purchase Price For Single-Detached

	Hamilton	CITY Stoney Creek	Other	Total
Q9C2-1 PRICE FOR SINGLE-DETACHED				
Mean	147260	210400	186471	164117
Std Dev	40903	44752	31955	45950
Count	50	10	17	77

Q9C2-2 Purchase Price For Above Store

	Hamilton	CITY Hamilton	Total
Q9C2-2 PRICE FOR ABOVE NEW STORE			
Mean		126667	126667
Std Dev		64291	64291
Count		3	3

Q9C2-3 Purchase Price For Townhouse

	Hamilton	CITY Stoney Creek	Other	Total
Q9C2-3 PRICE FOR TOWNHOUSE				
Mean	123000	145000	178000	137500
Std Dev	25551	7071	31937	34322
Count	15	2	5	22

Q9C2-4 Purchase Price For Duplex

	Hamilton	CITY Hamilton	Other	Total
Q9C2-4 PRICE FOR DUPLEX				
Mean	133333	163333		140833
Std Dev	16394	35119		24572
Count	9	3		12

Q9C2-5 Purchase Price For Condominium

	Hamilton	CITY Stoney Creek	Other	Total
Q9C2-5 PRICE FOR CONDOMINIUM				
Mean	114257	230000	157500	131468
Std Dev	38778	28185	51547	39431
Count	35	4	8	47

* Standard Deviation is the range of responses above and below the mean.

Q9D Ideas For Buildings

	Hamilton	CITY Stoney Creek	Other	Total
Q9D IDEAS FOR BUILDINGS				
Retirement villas/high-rise for seniors	42 19.1%	2 6.7%	6 12.0%	50 16.7%
Youth outreach centre	4 1.8%	0 .0%	0 .0%	4 1.3%
Recreation facilities	3 1.4%	1 3.3%	0 .0%	4 1.3%
High-rises	1	2	0	3
Shops	1	1	0	2
Revitalize existing buildings	2	0	0	2
Hotel	2	0	0	2
Convert commercial space into condos	1	0	0	1
Four-plexes	1	0	0	1
More Second Stage housing	1	0	0	1
Condos and single-detached dwellings	1	0	0	1
Luxury condos	1	0	0	1
Housing for disabled	1	0	0	1
Small amusement park for kids	1	0	0	1
Drop-in centre	1	0	0	1
Homeless shelter	1	0	0	1
Loft apartments	1	0	0	1
Architecturally pleasing (glass/antique style)	1	0	0	1
Artists workshop	1	0	0	1
Should build low-rise buildings	1	0	0	1
Old-fashioned village	1	0	0	1
Non-subsidized housing	1	0	0	1
Public washrooms	1	0	0	1
Restaurants	0	0	1	1
No other buildings	151 68.6%	24 80.0%	43 86.0%	218 72.7%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q9E Size of Dwelling Interested In

	Hamilton	CITY Stoney Creek	Other	Total
Q9E SIZE OF DWELLING INTERESTED IN				
3 bedroom	90 40.9%	11 36.7%	24 48.0%	125 41.7%
2 bedroom	86 39.1%	10 33.3%	17 34.0%	113 37.7%
1 bedroom	35 15.9%	9 30.0%	8 16.0%	52 17.3%
Loft bedroom	6 2.7%	0 .0%	1 2.0%	7 2.3%
Bachelor	3 1.4%	0 .0%	0 .0%	3 1.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q10A Likelihood To Consider Living Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				
Very likely	34 15.5%	0 .0%	0 .0%	34 11.3%
Somewhat likely	42 19.1%	3 10.0%	3 6.0%	48 16.0%
Not very likely	39 17.7%	9 30.0%	7 14.0%	55 18.3%
Not at all likely	105 47.7%	18 60.0%	40 80.0%	163 54.3%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q10B Reasons Why Likely to Live Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q10B REASONS WHY LIKELY TO LIVE DOWNTOWN				
Currently enjoy living downtown	27 35.5%	0 .0%	0 .0%	27 32.9%
Everything to meet my needs close to home	13 17.1%	3 100.0%	0 .0%	16 19.5%
Like the location/would enjoy living there	8 10.5%	0 .0%	0 .0%	8 9.8%
Needs to be cleaned up more	6 7.9%	0 .0%	0 .0%	6 7.3%
Depends on job location/close to work	4 5.3%	0 .0%	1 33.3%	5 6.1%
Depends on condition of the core	3 3.9%	0 .0%	1 33.3%	4 4.9%
Depends on type of housing	2 2.6%	0 .0%	2 66.7%	4 4.9%
Newness and cleanliness is appealing	4 5.3%	0 .0%	0 .0%	4 4.9%
Close to transit/buses	2	1	0	3
If it had more large parks	1	0	0	1
Could rent extra room to university student	1	0	0	1
Would depend on personal incentives	1	0	0	1
No particular reason	2 2.6%	0 .0%	0 .0%	2 2.4%
Total	76 100.0%	3 100.0%	3 100.0%	82 100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q10C Reasons Why Not Likely To Live Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q10C REASONS WHY NOT LIKELY TO LIVE DOWNTOWN				
Prefer to live where more space	48 33.3%	18 66.6%	29 61.7%	95 31.7%
Feel unsafe/unsafe neighbourhoods	36 25.0%	2 7.4%	15 31.9%	53 24.3%
Rundown	31 21.6%	10 37.0%	15 31.9%	56 25.7%
Too much noise	21 14.6%	4 14.8%	4 8.5%	29 13.3%
Do not like the area or appearance of area	7 4.9%	2 7.4%	0 .0%	9 4.1%
Prefer the mountain	9 6.3%	0 .0%	0 .0%	9 4.1%
Too polluted	7 4.9%	0 .0%	0 .0%	7 3.2%
Too far to travel to work	3 2.1%	1 3.7%	2 4.3%	6 2.8%
Too busy	5 3.5%	0 .0%	0 .0%	5 2.3%
Too crowded	2 1.4%	1 3.7%	2 4.3%	5 2.3%
Wants to stay close to family	4 2.8%	0 .0%	0 .0%	4 1.8%
Not a good environment for children	2 1.4%	0 .0%	2 4.3%	4 1.8%
Not interested	3	0	0	3
Too much traffic	2	1	0	3
Too expensive	2	0	0	2
Too many beggars	2	0	0	2
Too commercial	1	1	0	2
Too many high-rises	1	0	0	1
Too much fighting in the streets	1	0	0	1
Too much crime	1	0	0	1
Availability of reasonable parking	1	0	0	1
Too many sleazy stores/strip clubs	0	0	1	1

(continued)

Q10C Reasons Why Not Likely To Live Downtown (Continued)

	Hamilton	CITY Stoney Creek	Other	Total
Q10C REASONS WHY NOT LIKELY TO LIVE DOWNTOWN				
Prefer quiet side street	1	0	0	1
Need backyard	1	0	0	1
Too close to industrial section	1	0	0	1
Taxes would be too high	1	0	0	1
Poor resale value	1	0	0	1
Depends on job location	1	0	0	1
Do not know	1	1	0	2
	.7%	3.7%	.0%	.9%
Total	144	27	47	218
	100.0%	100.0%	100.0%	100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q10D Increased Likelihood To Live Downtown With Changes

	Hamilton	CITY Stoney Creek	Other	Total
Q10D INCREASED LIKELIHOOD FOR DOWNTOWN				
Yes	22	3	6	31
	15.3%	11.1%	12.8%	14.2%
No	122	24	41	187
	84.7%	88.9%	87.2%	85.8%
Total	144	27	47	218
	100.0%	100.0%	100.0%	100.0%

Q1C Likelihood To Consider Investment

	Hamilton	CITY Stoney Creek	Other	Total
Q1C LIKELIHOOD TO CONSIDER INVESTING				
Very likely	6 2.7%	1 3.3%	0 .0%	7 2.3%
Somewhat likely	16 7.3%	1 3.3%	1 2.0%	18 6.0%
Not likely	198 90.0%	28 93.3%	49 98.0%	275 91.7%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q11A Interest in Financial Investment

	Hamilton	CITY Stoney Creek	Other	Total
Q11A INTEREST IN FINANCIAL INVESTMENT				
Very interested	2 9.1%	0 .0%	0 .0%	2 8.0%
Somewhat interested	8 36.4%	2 100.0%	1 100.0%	11 44.0%
Not very interested	6 27.3%	0 .0%	0 .0%	6 24.0%
Not at all interested	6 27.3%	0 .0%	0 .0%	6 24.0%
Total	22 100.0%	2 100.0%	1 100.0%	25 100.0%

Q11B1 Residential vs. Commercial Investment

	Hamilton	CITY Stoney Creek	Other	Total
Q11B1 RESIDENTIAL VS. COMMERICAL INVESTMENT				
Residential	9 90.0%	2 100.0%	1 100.0%	12 92.3%
Both	1 10.0%	0 .0%	0 .0%	1 7.7%
Total	10 100.0%	2 100.0%	1 100.0%	13 100.0%

Q11B2 Reasons Why Likely For Investment

	Hamilton	CITY Stoney Creek	Other	Total
Q11B2 REASONS WHY LIKELY FOR INVESTMENT				
Already own one building/makes money	5	0	0	5
Condos would be good investment	2	1	1	4
Good investment	2	1	0	3
Could be nice if cleaned up	1	0	0	1
Total	10	2	1	13

Q11C Reasons Why Not Likely For Investment

	CITY Hamilton	Total
Q11C REASONS WHY NOT LIKELY FOR INVESTMENT		
Need more information	3	3
Not interested	3	3
Value of property low because of location	2	2
Taxes too high	2	2
Safety	1	1
Too expensive low return	1	1
Total	12	12

Q11D Increased Likelihood For Investment With Changes

	CITY Hamilton	Total
Q11D INCREASED LIKELIHOOD FOR INVESTMENT WITH CHANGES		
Yes	1 8.3%	1 8.3%
No	11 91.7%	11 91.7%
Total	12 100.0%	12 100.0%

Q12A Changes To Increase Likelihood For Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q12A CHANGES TO INCREASE LIKELIHOOD				
Clean streets/general clean up	19 8.6%	2 6.7%	7 14.0%	28 9.3%
Safety should be improved	15 6.8%	0 .0%	0 .0%	15 5.0%
Renovate downtown buildings	11 5.0%	2 6.7%	2 4.0%	15 5.0%
Remove bad people of the streets	10 4.5%	2 6.7%	1 2.0%	13 4.3%
Get rid of strip joints/bars	4 1.8%	2 6.7%	5 10.0%	11 3.7%
More free parking	9 4.1%	1 3.3%	1 2.0%	11 3.7%
Biking and walking paths	9 4.1%	0 .0%	0 .0%	9 3.0%
Variety of new stores	7 3.2%	0 .0%	1 2.0%	8 2.7%
Better streetscape	7 3.2%	0 .0%	0 .0%	7 2.3%
Tear down old buildings/build housing	3 1.4%	3 10.0%	1 2.0%	7 2.3%
More parks	6 2.7%	0 .0%	1 2.0%	7 2.3%
Improve air quality	4 1.8%	1 3.3%	0 .0%	5 1.7%
Family entertainment	2 .9%	0 .0%	2 4.0%	4 1.3%
Make downtown more child friendly	4 1.8%	0 .0%	0 .0%	4 1.3%
Have police patrol to get rid of loiterers	4 1.8%	0 .0%	0 .0%	4 1.3%

(continued)

Q12A Changes To Increase Likelihood For Downtown (Continued)

	Hamilton	CITY Stoney Creek	Other	Total
Q12A CHANGES TO INCREASE LIKELIHOOD				
Focus more on people-oriented downtown	2	0	1	3
Re-open empty stores	3	0	0	3
Improve street lighting	3	0	0	3
Change perception that it is a dangerous place	2	0	0	2
Increase recreational facilities	2	0	0	2
Create open spaces	1	1	0	2
Decrease congestion	1	0	1	2
Lower tax rate	1	0	1	2
Safety concern drug dealers and little children	1	0	0	1
Accessibility	1	0	0	1
Decent social clubs	1	0	0	1
Ensure casino will not be allowed	1	0	0	1
Create a friendly environment	1	0	0	1
Get rid of hangouts	1	0	0	1
Close up seedy businesses	1	0	0	1
Casino	1	0	0	1
Keeping quality up	1	0	0	1
More festivals	1	0	0	1
More theatre	1	0	0	1
Stores/banks/ restaurants wheelchair accessible	1	0	0	1
More public telephones	1	0	0	1
Closing off some streets to not cut through	1	0	0	1
More benches for seniors	1	0	0	1
Lockers for purchases	1	0	0	1
Jackson Square should stay open late	1	0	0	1
Remove liquor from sport events	1	0	0	1
More public schools	1	0	0	1
More night life	1	0	0	1
Get rid of one-way streets	0	0	1	1
Get rid of pigeons	1	0	0	1
Do not know	106	18	32	156
	48.2%	60.0%	64.0%	52.0%
Total	220	30	50	300
	100.0%	100.0%	100.0%	100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q12B-1 Others Consider Renting Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q12B-1 OTHERS CONSIDER RENTING				
Yes	75 34.1%	10 33.3%	8 16.0%	93 31.0%
No	145 65.9%	20 66.7%	42 84.0%	207 69.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q12B-2 Others Consider Purchasing Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q12B-2 OTHERS CONSIDER PURCHASING				
Yes	35 15.9%	2 6.7%	2 4.0%	39 13.0%
No	185 84.1%	28 93.3%	48 96.0%	261 87.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q12B-3 Others Consider Investing Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q12B-3 OTHERS CONSIDER INVESTING				
Yes	19 8.6%	7 23.3%	4 8.0%	30 10.0%
No	201 91.4%	23 76.7%	46 92.0%	270 90.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q12C Age of Others Considering Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q12C AGE OF OTHERS CONSIDERING DOWNTOWN				
18 - 24	16 17.2%	2 13.3%	3 23.1%	21 17.4%
25 - 34	33 35.5%	2 13.3%	3 23.1%	38 31.4%
35 - 44	22 23.7%	8 53.3%	1 7.7%	31 25.6%
45 - 54	27 29.0%	1 6.7%	2 15.4%	30 24.8%
55 - 64	12 12.9%	1 6.7%	2 15.4%	15 12.4%
65 and over	12 12.9%	2 13.3%	2 15.4%	16 13.2%
Total	93 100.0%	15 100.0%	13 100.0%	121 100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q13A Feel Improvements Made To Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q13A FEEL IMPROVEMENTS MADE				
Yes	148 67.3%	22 73.3%	29 58.0%	199 66.3%
No	72 32.7%	8 26.7%	21 42.0%	101 33.7%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q13B Reasons For Improvements

	Hamilton	Stoney Creek	Other	Total
Q13B REASONS FOR IMPROVEMENTS				
<u>Positive Comments</u>				
More trees/flowers	77 35.0%	7 23.3%	13 26.0%	97 32.3%
Starting clean up/looks cleaner	70 31.8%	10 33.3%	17 34.0%	97 32.3%
New sidewalks	50 22.7%	11 36.7%	10 20.0%	71 23.7%
Fountain/Gore Park	27 12.3%	5 16.7%	5 10.0%	37 12.3%
Repairs made to buildings	2	0	2	4
More parking	1	2	1	4
Go station	2	0	1	3
All talk no action	2	0	0	2
Woolworth's and Kresges gone	1	0	0	1
Clock tower	1	0	0	1
New offices	1	0	0	1
Queen Victoria statue	1	0	0	1
Looks beautiful now	1	0	0	1
Seen more events	1	0	0	1
Eaton Centre	1	0	0	1
Better lighting	0	1	0	1
<u>Negative Comments</u>				
Have not noticed	39 17.7%	6 20.0%	18 36.0%	63 21.0%
Deteriorating	24 10.9%	1 3.3%	1 2.0%	26 8.7%
Some changes	5 2.3%	0 .0%	0 .0%	5 1.7%
Has become worse	4	0	0	4
Still rundown looking	2	0	0	2
Mural projects	2	0	0	2
Not good enough	1	1	0	2
Benches	1	0	0	1
Cosmetic only	1	0	0	1
Paving over washrooms	1	0	0	1
No new construction *	1	0	0	1
Junk stores	1	0	0	1
Made mess of park	1	0	0	1
Stores are still closing	1	0	0	1
Bingo Hall	1	0	0	1
Bus routes changed	1	0	0	1
Do not know	5 2.3%	0 .0%	2 4.0%	7 2.3%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q14A Awareness of Specific Changes Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q14A-1 PARKING METERS	67 30.5%	7 23.3%	10 20.0%	84 28.0%
Q14A-2 TWO HRS FREE PARKING	107 48.6%	15 50.0%	20 40.0%	142 47.3%
Q14A-3 FREE STREET PARKING	84 38.2%	12 40.0%	26 52.0%	122 40.7%
Q14A-4 EVENTS IN GORE PARK	159 72.3%	19 63.3%	21 42.0%	199 66.3%
Q14A-5 NEW SIDEWALKS	152 69.1%	21 70.0%	26 52.0%	199 66.3%
Q14A-6 PLANTING OF FLOWERS	189 85.9%	20 66.7%	37 74.0%	246 82.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q15-1 Importance of Heritage Buildings

	Hamilton	CITY Stoney Creek	Other	Total
Q15-1 MAINTAINING HERITAGE				
Very important	157 71.4%	9 30.0%	28 56.0%	194 64.7%
Somewhat important	40 18.2%	8 26.7%	5 10.0%	53 17.7%
Not important	23 10.5%	13 43.3%	17 34.0%	53 17.7%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q15-2 Importance of Ways To Green Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q15-2 WAYS TO GREEN DOWNTOWN				
Very important	143 65.0%	14 46.7%	31 62.0%	188 62.7%
Somewhat important	63 28.6%	15 50.0%	17 34.0%	95 31.7%
Not important	14 6.4%	1 3.3%	2 4.0%	17 5.7%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q15-3 Importance of Family Entertainment

	Hamilton	CITY Stoney Creek	Other	Total
Q15-3 PROMOTE FAMILY ENTERTAINMENT				
Very important	144 65.5%	18 60.0%	34 68.0%	196 65.3%
Somewhat important	63 28.6%	12 40.0%	16 32.0%	91 30.3%
Not important	13 5.9%	0 .0%	0 .0%	13 4.3%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q16 Other Aspects Important

	Hamilton	CITY Stoney Creek	Other	Total
Q16 OTHER ASPECTS IMPORTANT				
No other suggestions	167 75.9%	24 80.0%	44 88.0%	235 78.3%
Safety	5	0	1	6
Clean up downtown	5	0	0	5
Improve shopping	3	0	1	4
Restore/tear down buildings in disrepair	2	1	0	3
Clean up mess	2	0	1	3
Community centre	3	0	0	3
No more beggars	3	0	0	3
Biking/walking trails in and out of core	2	1	0	3
Redirect traffic so not so noisy	2	0	1	3
Cultural events	2	0	0	2
Restaurants	2	0	0	2
Change businesses to attract families	1	1	0	2
Get rid of seedy establishments	2	0	0	2
Bars/bingo halls/arcades attract bad people	1	0	1	2
Ambience	1	0	0	1
Improve buses from Stoney Creek/East Mountain	1	0	0	1
Keep store windows clean	1	0	0	1
Furniture on balconies looks awful	1	0	0	1
High light areas	1	0	0	1
Public washrooms	1	0	0	1
More health facilities	1	0	0	1
Variety of food shopping	1	0	0	1
Cheaper commercial property leases	0	1	0	1
Get rid of patios	1	0	0	1
More flowers	1	0	0	1
Banks should have longer hours	1	0	0	1
Tap into cultural diversity	1	0	0	1
Tourist info centre	1	0	0	1
Rowdy pubs	1	0	0	1
Accessibility	1	0	0	1
Improve air quality	1	0	0	1
Turn on water for drinking fountains	1	0	0	1

(continued)

Q16 Other Aspects Important (Continued)

	Hamilton	CITY Stoney Creek	Other	Total
Q16 OTHER ASPECTS IMPORTANT				
Stop removing heritage buildings	1	0	0	1
Hardware store	1	0	0	1
More lighting	1	0	0	1
Lower business taxes	0	0	1	1
More games-attraction	0	1	0	1
Improve parking	0	1	0	1
Total	220	30	50	300
	100.0%	100.0%	100.0%	100.0%

Q17 Daily Newspapers Read

	Hamilton	CITY Stoney Creek	Other	Total
Q17 DAILY NEWSPAPERS READ				
Hamilton Spectator	180	24	40	244
	81.8%	80.0%	80.0%	81.3%
Toronto Sun	29	1	1	31
	13.2%	3.3%	2.0%	10.3%
Toronto Star	15	6	9	30
	6.8%	20.0%	18.0%	10.0%
Globe & Mail	14	2	4	20
	6.4%	6.7%	8.0%	6.7%
Financial post	3	0	0	3
	1.4%	.0%	.0%	1.0%
Internet	2	0	0	2
	.9%	.0%	.0%	.7%
Mountain News	2	0	0	2
	.9%	.0%	.0%	.7%
Stoney Creek News	0	2	0	2
	.0%	6.7%	.0%	.7%
Flamborough Review	0	0	1	1
	.0%	.0%	2.0%	.3%
Star Journal	0	0	1	1
	.0%	.0%	2.0%	.3%
None	24	5	6	35
	10.9%	16.7%	12.0%	11.7%
Total	220	30	50	300
	100.0%	100.0%	100.0%	100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q18 Radio Station Listen To

	Hamilton	CITY Stoney Creek	Other	Total
Q18 RADIO STATION LISTEN TO				
CHML	44 20.0%	9 30.0%	10 20.0%	63 21.0%
K-LITE	38 17.3%	5 16.7%	9 18.0%	52 17.3%
Y95	32 14.5%	6 20.0%	9 18.0%	47 15.7%
CBC	14 6.4%	1 3.3%	5 10.0%	20 6.7%
CHAM	13 5.9%	0 .0%	5 10.0%	18 6.0%
OLDIES	16 7.3%	1 3.3%	4 8.0%	21 7.0%
ENERGY	11 5.0%	3 10.0%	0 .0%	14 4.7%
THE EDGE	8 3.6%	3 10.0%	0 .0%	11 3.7%
Q107	5 2.3%	0 .0%	1 2.0%	6 2.0%
CHUM FM	3 1.4%	1 3.3%	0 .0%	4 1.3%
THE MIX	3 1.4%	0 .0%	1 2.0%	4 1.3%
CFRB	2 .9%	0 .0%	1 2.0%	3 1.0%
CHFI	1 .5%	0 .0%	2 4.0%	3 1.0%
CISS FM	3 1.4%	0 .0%	0 .0%	3 1.0%
98.1	2 .9%	0 .0%	0 .0%	2 .7%
107.1	1 .5%	0 .0%	0 .0%	1 .3%

(continued)

Q18 Radio Station Listen To (Continued)

	Hamilton	CITY Stoney Creek	Other	Total
Q18 RADIO STATION LISTEN TO				
91.1	1 .5%	0 .0%	0 .0%	1 .3%
92.5	1 .5%	0 .0%	0 .0%	1 .3%
CFMU	0 .0%	0 .0%	1 2.0%	1 .3%
CFNY	0 .0%	0 .0%	1 2.0%	1 .3%
CHTZ	1 .5%	0 .0%	0 .0%	1 .3%
CJMR	1 .5%	0 .0%	0 .0%	1 .3%
CJRT	1 .5%	0 .0%	0 .0%	1 .3%
MAGIC 99	1 .5%	0 .0%	0 .0%	1 .3%
NRG108	1 .5%	0 .0%	0 .0%	1 .3%
None	15 6.8%	1 3.3%	1 2.0%	17 5.7%
No particular one	2 .9%	0 .0%	0 .0%	2 .7%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q19 Best Advertising Media

	Hamilton	CITY Stoney Creek	Other	Total
Q19 BEST ADVERTISING MEDIA				
Newspaper	138 62.7%	22 73.3%	42 84.0%	202 67.3%
Flyers	29 13.2%	2 6.7%	3 6.0%	34 11.3%
Radio	20 9.1%	5 16.7%	4 8.0%	29 9.7%
Billboard	18 8.2%	0 .0%	2 4.0%	20 6.7%
Direct Mail	17 7.7%	2 6.7%	0 .0%	19 6.3%
Television	11 5.0%	0 .0%	0 .0%	11 3.7%
Internet/E-Mail	6 2.7%	0 .0%	0 .0%	6 2.0%
Real Estate newspaper	5 2.3%	1 3.3%	0 .0%	6 2.0%
New Homes magazine	3 1.4%	0 .0%	0 .0%	3 1.0%
Renters News	1 .5%	0 .0%	0 .0%	1 .3%
Do not know	3 1.4%	0 .0%	0 .0%	3 1.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q20 Frequency Visit Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q20 FREQUENCY VISIT DOWNTOWN				
Once a week	116 52.7%	15 50.0%	19 38.0%	150 50.0%
Every two weeks	24 10.9%	4 13.3%	5 10.0%	33 11.0%
Every three weeks	4 1.8%	2 6.7%	1 2.0%	7 2.3%
Once a month	26 11.8%	5 16.7%	9 18.0%	40 13.3%
Less than once a month	44 20.0%	3 10.0%	11 22.0%	58 19.3%
Never	6 2.7%	1 3.3%	5 10.0%	12 4.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q21A Reasons Why Come Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q21A-3 SHOPPING	143 65.0%	20 66.7%	19 38.0%	182 60.7%
Q21A-4 ENTERTAINMENT	119 54.1%	15 50.0%	19 38.0%	153 51.0%
Q21A-1 APPOINTMENTS	79 35.9%	11 36.7%	17 34.0%	107 35.7%
Q21A-5 BUSINESS	55 25.0%	6 20.0%	14 28.0%	75 25.0%
Q21A-2 WORK	41 18.6%	8 26.7%	14 28.0%	63 21.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q21B Reasons Why Not Shop More Often

	Hamilton	CITY Stoney Creek	Other	Total
Q21B REASONS WHY NOT SHOP MORE OFTEN				
Too far to travel/mall close to home	52 23.6%	15 50.0%	23 46.0%	90 30.0%
Too expensive to park/no free parking	61 27.7%	6 20.0%	13 26.0%	80 26.7%
Not enough variety/poor selection of stores	49 22.3%	4 13.3%	16 32.0%	69 23.0%
Have no time	27 12.3%	10 33.3%	6 12.0%	43 14.3%
Already shop downtown	10 4.5%	0 .0%	1 2.0%	11 3.7%
Do not go shopping much	7 3.2%	1 3.3%	2 4.0%	10 3.3%
Shop elsewhere	7 3.2%	1 3.3%	2 4.0%	10 3.3%
Too expensive stores/no cheap stores	4 1.8%	0 .0%	0 .0%	4 1.3%
Enjoy shopping on mountain	3 1.4%	1 3.3%	0 .0%	4 1.3%
Concerned about safety	3 1.4%	0 .0%	1 2.0%	4 1.3%
Inconvenient	3	0	0	3
Difficult to find parking for disabled	3	0	0	3
Nothing of interest	2	1	0	3
Do not like downtown	2	0	0	2
Jackson Square closes early	2	0	0	2
One-way streets	1	0	1	2
Too congested busy	2	0	0	2
On disability pension	1	0	0	1
Lack of attractiveness	1	0	0	1
Unemployed	1	0	0	1
Come just for market	1	0	0	1

(continued)

Q21B Reasons Why Not Shop More Often (Continued)

	Hamilton	CITY Stoney Creek	Other	Total
Q21B REASONS WHY NOT SHOP MORE OFTEN				
Free easy parking at malls	1	0	0	1
Nuisance waiting for buses	1	0	0	1
Too many loiterers	1	0	0	1
Not enough wheelchair access at different places	1	0	0	1
Not enough facilities	0	0	1	1
No particular reason	16 7.3%	0 .0%	1 2.0%	17 5.7%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q22A Work in Downtown

	Hamilton	CITY Stoney Creek	Other	Total
Q22A WORK IN DOWNTOWN				
Yes	29 13.2%	5 16.7%	10 20.0%	44 14.7%
No	191 86.8%	25 83.3%	40 80.0%	256 85.3%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q22B Importance of GO Station

	Hamilton	CITY Stoney Creek	Other	Total
Q22B IMPORTANCE OF GO STATION				
Yes	41 21.5%	1 4.0%	2 5.0%	44 17.2%
No	150 78.5%	24 96.0%	38 95.0%	212 82.8%
Total	191 100.0%	25 100.0%	40 100.0%	256 100.0%

Q23 Occupation

	Hamilton	CITY Stoney Creek	Other	Total
Q23 MAIN OCCUPATION				
Professional	39 17.7%	7 23.3%	16 32.0%	62 20.7%
Management	9 4.1%	0 .0%	3 6.0%	12 4.0%
General Office	18 8.2%	3 10.0%	4 8.0%	25 8.3%
Sales	19 8.6%	1 3.3%	1 2.0%	21 7.0%
Blue Collar	41 18.6%	5 16.7%	4 8.0%	50 16.7%
Retired	51 23.2%	6 20.0%	8 16.0%	65 21.7%
Unemployed	9 4.1%	1 3.3%	0 .0%	10 3.3%
Student	10 4.5%	1 3.3%	2 4.0%	13 4.3%
Homemaker	16 7.3%	5 16.7%	6 12.0%	27 9.0%
Self-employed	8 3.6%	1 3.3%	6 12.0%	15 5.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q24 Education

	Hamilton	CITY Stoney Creek	Other	Total
Q24 EDUCATION				
Some secondary	29 13.2%	2 6.7%	0 .0%	31 10.3%
Completed secondary	87 39.5%	12 40.0%	15 30.0%	114 38.0%
Some college	14 6.4%	3 10.0%	1 2.0%	18 6.0%
Completed college	39 17.7%	4 13.3%	12 24.0%	55 18.3%
Some university	7 3.2%	0 .0%	3 6.0%	10 3.3%
Completed university	26 11.8%	6 20.0%	11 22.0%	43 14.3%
Some post graduate	4 1.8%	0 .0%	0 .0%	4 1.3%
Completed post graduate	11 5.0%	2 6.7%	6 12.0%	19 6.3%
Refused	3 1.4%	1 3.3%	2 4.0%	6 2.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q24 Age

	Hamilton	CITY Stoney Creek	Other	Total
Q25 AGE				
18-24	22 10.0%	2 6.7%	1 2.0%	25 8.3%
25-34	52 23.6%	7 23.3%	13 26.0%	72 24.0%
35-44	50 22.7%	11 36.7%	12 24.0%	73 24.3%
45-54	35 15.9%	4 13.3%	11 22.0%	50 16.7%
55-64	27 12.3%	2 6.7%	3 6.0%	32 10.7%
65 and over	34 15.5%	4 13.3%	10 20.0%	48 16.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q26A Number in Household

	Hamilton	CITY Stoney Creek	Other	Total
Q26A NUMBER IN HOUSEHOLD				
1	47 21.4%	6 20.0%	7 14.0%	60 20.0%
2	83 37.7%	4 13.3%	18 36.0%	105 35.0%
3	40 18.2%	8 26.7%	9 18.0%	57 19.0%
4	31 14.1%	9 30.0%	13 26.0%	53 17.7%
5	12 5.5%	2 6.7%	3 6.0%	17 5.7%
6	6 2.7%	1 3.3%	0 .0%	7 2.3%
7	1 .5%	0 .0%	0 .0%	1 .3%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q26B Type of Household

	Hamilton	CITY Stoney Creek	Other	Total
Q26B TYPE OF HOUSEHOLD				
Young single	8 3.6%	1 3.3%	1 2.0%	10 3.3%
Established single	32 14.5%	3 10.0%	3 6.0%	38 12.7%
Young couple	28 12.7%	0 .0%	5 10.0%	33 11.0%
New family	52 23.6%	11 36.7%	12 24.0%	75 25.0%
Established family	41 18.6%	10 33.3%	15 30.0%	66 22.0%
Established couple	33 15.0%	3 10.0%	10 20.0%	46 15.3%
Established older single	22 10.0%	2 6.7%	4 8.0%	28 9.3%
Refused	4 1.8%	0 .0%	0 .0%	4 1.3%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q27B Currently Rent vs. Own

	Hamilton	CITY Stoney Creek	Other	Total
Q27B CURRENTLY OWN VS. RENT				
Own	115 52.3%	21 70.0%	47 94.0%	183 61.0%
Rent	105 47.7%	9 30.0%	3 6.0%	117 39.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q29 Income

	Hamilton	CITY Stoney Creek	Other	Total
Q29 INCOME				
Under \$20,000	25 11.4%	2 6.7%	0 .0%	27 9.0%
\$20,000 - \$29,999	22 10.0%	3 10.0%	1 2.0%	26 8.7%
\$30,000 - \$49,999	37 16.8%	2 6.7%	6 12.0%	45 15.0%
\$50,000 - \$69,999	27 12.3%	4 13.3%	8 16.0%	39 13.0%
\$70,000 - \$89,999	17 7.7%	3 10.0%	8 16.0%	28 9.3%
\$90,000 and over	12 5.5%	3 10.0%	7 14.0%	22 7.3%
Refused/DK	80 36.4%	13 43.3%	20 40.0%	113 37.7%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

Q30 Gender

	Hamilton	CITY Stoney Creek	Other	Total
Q30 GENDER				
Male	76 34.5%	12 40.0%	20 40.0%	108 36.0%
Female	144 65.5%	18 60.0%	30 60.0%	192 64.0%
Total	220 100.0%	30 100.0%	50 100.0%	300 100.0%

6.0 ANALYSIS OF LIKELIHOOD TO LIVE DOWNTOWN

Q6 Most Important Aspect By Likelihood For DOWNTOWN

Q6 MOST IMPORTANT TO LIVING DOWNTOWN	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Safety	9 26.5%	26 54.2%	29 52.7%	83 50.9%	147 49.0%
Availability of residential housing	7 20.6%	6 12.5%	5 9.1%	18 11.0%	36 12.0%
Variety of stores	3 8.8%	6 12.5%	7 12.7%	15 9.2%	31 10.3%
Accessibility to downtown	7 20.6%	4 8.3%	4 7.3%	10 6.1%	25 8.3%
Parking	4 11.8%	3 6.3%	1 1.8%	15 9.2%	23 7.7%
Attractiveness of downtown	2 5.9%	1 2.1%	6 10.9%	6 3.7%	15 5.0%
Prices for products/services	2 5.9%	2 4.2%	1 1.8%	5 3.1%	10 3.3%
Schools	0 .0%	0 .0%	2 3.6%	6 3.7%	8 2.7%
Variety of cultural events	0 .0%	0 .0%	0 .0%	3 1.8%	3 1.0%
Variety of sports events	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
Variety of restaurants	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q7B Importance of Specific Businesses

	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Q7B-1 GROCERY STORES					
Mean	9.21	9.02	9.35	9.37	9.29
Std Dev	1.37	2.15	1.66	1.43	1.60
Count	34	48	55	163	300
Q7B-2 HARDWARE STORE					
Mean	7.35	7.31	6.91	7.76	7.48
Std Dev	2.37	2.53	2.04	1.95	2.13
Count	34	48	55	161	298
Q7B-3 DAY CARE					
Mean	5.69	7.84	6.31	5.99	6.30
Std Dev	3.52	2.91	3.22	3.67	3.51
Count	32	43	54	152	281
Q7B-4 CAFES					
Mean	6.74	7.28	6.56	6.60	6.72
Std Dev	2.15	2.12	1.62	2.07	2.02
Count	34	47	55	160	296
Q7B-5 RESTAURANTS					
Mean	7.32	7.85	7.44	7.48	7.52
Std Dev	1.92	1.73	1.37	1.68	1.66
Count	34	47	55	161	297
Q7B-6 SPECIALTY STORES					
Mean	7.42	7.85	7.31	7.19	7.35
Std Dev	1.97	1.65	1.80	1.73	1.76
Count	33	48	54	159	294

Q9A Interest in Rent vs. Purchase

Q9A INTEREST IN RENT VS. PURCHASE	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Rent	24 70.6%	24 50.0%	33 60.0%	92 56.4%	173 57.7%
Purchase	10 29.4%	24 50.0%	22 40.0%	71 43.6%	127 42.3%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q9B1 Type of New Building To Rent

Q9B1 TYPE OF NEW BUILDING TO RENT	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Low rise apartment	8 33.3%	7 29.2%	11 33.3%	39 42.4%	65 37.6%
Single-detached	3 12.5%	4 16.7%	9 27.3%	35 38.0%	51 29.5%
Apartment above store	5 20.8%	4 16.7%	3 9.1%	3 3.3%	15 8.7%
Townhouse	6 25.0%	11 45.8%	10 30.3%	17 18.5%	44 25.4%
Duplex	4 16.7%	9 37.5%	7 21.2%	10 10.9%	30 17.3%
Condominium	8 33.3%	9 37.5%	13 39.4%	33 35.9%	63 36.4%
Total	24	24	33	92	173

Q9C1-1 Monthly Rent For Low Rise Apt.

	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Q9C1-1 RENT FOR LOW RISE APARTMENT					
Mean	538	543	564	586	571
Std Dev	44	93	145	120	114
Count	8	7	11	35	61

Q9C1-2 Monthly Rent For Single-Detached

	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Q9C1-2 RENT FOR SINGLE-DETACHED					
Mean	700	817	761	803	789
Std Dev	100	144	173	156	154
Count	3	3	9	33	48

Q9C1-3 Monthly Rent For Above Store

	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Q9C1-3 RENT FOR ABOVE NEW STORE					
Mean	540	563	700	617	593
Std Dev	114	170	173	29	135
Count	5	4	3	3	15

Q9C1-4 Monthly Rent For Townhouse

	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Q9C1-4 RENT FOR TOWNHOUSE					
Mean	667	725	718	716	712
Std Dev	103	125	178	182	156
Count	6	10	10	17	43

Q9C1-5 Monthly Rent For Duplex

Q9C1-5 RENT FOR DUPLEX	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Mean	625	700	614	645	650
Std Dev	126	141	227	93	147
Count	4	8	7	10	29

Q9C1-6 Monthly Rent For Condominium

Q9C1-6 RENT FOR CONDOMINIUM	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Mean	625	700	700	818	752
Std Dev	76	175	217	547	417
Count	8	8	12	31	59

Q9B2 Type of New Building To Purchase

Q9B2-1 SINGLE-DETACHED HOUSE	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Single-detached	5 50.0%	10 41.7%	10 45.5%	53 74.6%	78 61.4%
Apartment above store	2 20.0%	1 4.2%	0 .0%	1 1.4%	4 3.1%
Townhouse	4 40.0%	5 20.8%	3 13.6%	10 14.1%	22 17.3%
Duplex	1 10.0%	7 29.2%	3 13.6%	1 1.4%	12 9.4%
Condominium	4 40.0%	12 50.0%	13 59.1%	19 26.8%	48 37.8%
Total	10	24	22	71	127

Q9C2-1 Purchase Price For Single-Detached

	Q1A LIKELIHOOD TO CONSIDER MOVING			Total
	Very likely	Somewhat likely	Not likely	
Q9C2-1 PRICE FOR SINGLE-DETACHED				
Mean	157722	158333	168705	164117
Std Dev	31704	43943	51531	45950
Count	18	15	44	77

Q9C2-2 Purchase Price For Above Store

	Q1A LIKELIHOOD TO CONSIDER MOVING		Total
	Very likely	Not likely	
Q9C2-2 PRICE FOR ABOVE NEW STORE			
Mean	100000	140000	126667
Std Dev	.	84853	64291
Count	1	2	3

Q9C2-3 Purchase Price For Townhouse

	Q1A LIKELIHOOD TO CONSIDER MOVING			Total
	Very likely	Somewhat likely	Not likely	
Q9C2-3 PRICE FOR TOWNHOUSE				
Mean	148750	157500	128571	137500
Std Dev	22500	33040	35865	34322
Count	4	4	14	22

Q9C2-4 Purchase Price For Duplex

	Q1A LIKELIHOOD TO CONSIDER MOVING			Total
	Very likely	Somewhat likely	Not likely	
Q9C2-4 PRICE FOR DUPLEX				
Mean	142500	148750	131250	140833
Std Dev	15000	40078	13150	24572
Count	4	4	4	12

Q9C2-5 Purchase Price For Condominium

Q9C2-5 PRICE FOR CONDOMINIUM	Q1A LIKELIHOOD TO CONSIDER MOVING			Total
	Very likely	Somewhat likely	Not likely	
Mean	107400	163000	134063	131468
Std Dev	52619	63797	73960	69431
Count	10	5	32	47

Q9E Size of Dwelling Interested In

Q9E SIZE OF DWELLING INTERESTED IN	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
3 bedroom	11 32.4%	20 41.7%	20 36.4%	74 45.4%	125 41.7%
2 bedroom	10 29.4%	22 45.8%	17 30.9%	64 39.3%	113 37.7%
1 bedroom	12 35.3%	6 12.5%	13 23.6%	21 12.9%	52 17.3%
Loft bedroom	1 2.9%	0 .0%	3 5.5%	3 1.8%	7 2.3%
Bachelor	0 .0%	0 .0%	2 3.6%	1 .6%	3 1.0%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q13A Feel Improvements Made To Downtown By Likelihood

Q13A FEEL IMPROVEMENTS MADE	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Yes	26 76.5%	37 77.1%	37 67.3%	99 60.7%	199 66.3%
No	8 23.5%	11 22.9%	18 32.7%	64 39.3%	101 33.7%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q13B Reasons For Improvements

Q13B REASONS FOR IMPROVEMENTS	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
More trees/flowers	13 38.2%	22 45.8%	13 23.6%	49 30.1%	97 32.3%
Starting clean up/looks cleaner	9 26.5%	24 50.0%	16 29.1%	48 29.4%	97 32.3%
New sidewalks	9 26.5%	19 39.6%	11 20.0%	32 19.6%	71 23.7%
Have not noticed	2 5.9%	6 12.5%	14 25.5%	41 25.2%	63 21.0%
Fountain/Gore Park	5 14.7%	7 14.6%	7 12.7%	18 11.0%	37 12.3%
Deteriorating	4 11.8%	5 10.4%	4 7.3%	13 8.0%	26 8.7%
Some changes	0 .0%	1 2.1%	2 3.6%	2 1.2%	5 1.7%
Repairs made to buildings	0 .0%	1 2.1%	1 1.8%	2 1.2%	4 1.3%
Has become worse	1 2.9%	0 .0%	1 1.8%	2 1.2%	4 1.3%
More parking	0 .0%	1 2.1%	3 5.5%	0 .0%	4 1.3%
GO station	1 2.9%	0 .0%	0 .0%	2 1.2%	3 1.0%
Still rundown looking	0 .0%	0 .0%	0 .0%	2 1.2%	2 .7%
All talk no action	1 2.9%	0 .0%	0 .0%	1 .6%	2 .7%
Mural projects	1 2.9%	0 .0%	1 1.8%	0 .0%	2 .7%
Not good enough	0 .0%	0 .0%	1 1.8%	1 .6%	2 .7%
Benches	1 2.9%	0 .0%	0 .0%	0 .0%	1 .3%

(continued)

Q13B Reasons For Improvements (Continued)

Q13B REASONS FOR IMPROVEMENTS	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Woolworths and Kresges gone	0 .0%	0 .0%	1 1.8%	0 .0%	1 .3%
Cosmetic only	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
New offices	1 2.9%	0 .0%	0 .0%	0 .0%	1 .3%
Paving over washrooms	0 .0%	1 2.1%	0 .0%	0 .0%	1 .3%
Clock tower	1 2.9%	0 .0%	0 .0%	0 .0%	1 .3%
No new construction	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
Junk stores	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
Queen Victoria statue	0 .0%	1 2.1%	0 .0%	0 .0%	1 .3%
Looks beautiful now	0 .0%	1 2.1%	0 .0%	0 .0%	1 .3%
Made mess of park	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
Seen more events	0 .0%	0 .0%	1 1.8%	0 .0%	1 .3%
Stores are still closing	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
Bingo Hall	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
Eaton Centre	0 .0%	0 .0%	1 1.8%	0 .0%	1 .3%
Bus routes changed	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
Better lighting	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
Do not know	2 5.9%	1 2.1%	1 1.8%	3 1.8%	7 2.3%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q14A Awareness of Specific Changes Downtown By Likelihood

	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Q14A-1 PARKING METERS	13 38.2%	18 37.5%	15 27.3%	38 23.3%	84 28.0%
Q14A-2 TWO HRS FREE PARKING	22 64.7%	24 50.0%	23 41.8%	73 44.8%	142 47.3%
Q14A-3 FREE STREET PARKING	15 44.1%	20 41.7%	21 38.2%	66 40.5%	122 40.7%
Q14A-4 EVENTS IN GORE PARK	24 70.6%	37 77.1%	36 65.5%	102 62.6%	199 66.3%
Q14A-5 NEW SIDEWALKS	26 76.5%	38 79.2%	36 65.5%	99 60.7%	199 66.3%
Q14A-6 PLANTING OF FLOWERS	30 88.2%	43 89.6%	43 78.2%	130 79.8%	246 82.0%
Total	34	48	55	163	300

Q15-1 Importance of Heritage Buildings By Likelihood

	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Q15-1 MAINTAINING HERITAGE					
Very important	25 73.5%	33 68.8%	33 60.0%	103 63.2%	194 64.7%
Somewhat important	7 20.6%	7 14.6%	13 23.6%	26 16.0%	53 17.7%
Not important	2 5.9%	8 16.7%	9 16.4%	34 20.9%	53 17.7%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q15-2 Importance of Ways To Green Downtown

	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Q15-2 WAYS TO GREEN DOWNTOWN					
Very important	22 64.7%	32 66.7%	31 56.4%	103 63.2%	188 62.7%
Somewhat important	9 26.5%	13 27.1%	22 40.0%	51 31.3%	95 31.7%
Not important	3 8.8%	3 6.3%	2 3.6%	9 5.5%	17 5.7%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q15-3 Importance of Family Entertainment

	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Q15-3 PROMOTE FAMILY ENTERTAINMENT					
Very important	27 79.4%	36 75.0%	32 58.2%	101 62.0%	196 65.3%
Somewhat important	7 20.6%	9 18.8%	21 38.2%	54 33.1%	91 30.3%
Not important	0 .0%	3 6.3%	2 3.6%	8 4.9%	13 4.3%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q17 Daily Newspapers Read By Likelihood

Q17 DAILY NEWSPAPERS READ	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Hamilton Spectator	25 73.5%	39 81.3%	44 80.0%	136 83.4%	244 81.3%
Toronto Sun	3 8.8%	7 14.6%	8 14.5%	13 8.0%	31 10.3%
Toronto Star	3 8.8%	4 8.3%	8 14.5%	15 9.2%	30 10.0%
Globe & Mail	3 8.8%	3 6.3%	5 9.1%	9 5.5%	20 6.7%
Finacial post	1 2.9%	0 .0%	1 1.8%	1 .6%	3 1.0%
Dundas paper	0 .0%	0 .0%	0 .0%	3 1.8%	3 1.0%
Internet	0 .0%	1 2.1%	0 .0%	1 .6%	2 .7%
Mountain News	0 .0%	0 .0%	1 1.8%	1 .6%	2 .7%
Stoney Creek News	0 .0%	1 2.1%	0 .0%	1 .6%	2 .7%
Flamborough Review	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
Star Journal	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
None	5 14.7%	7 14.6%	7 12.7%	16 9.8%	35 11.7%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q18 Radio Station Listen To By Likelihood

Q18 RADIO STATION LISTEN TO	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
CHML	3 8.8%	10 20.8%	10 18.2%	40 24.5%	63 21.0%
K-LITE	10 29.4%	6 12.5%	11 20.0%	25 15.3%	52 17.3%
Y95	1 2.9%	10 20.8%	10 18.2%	26 16.0%	47 15.7%
CBC	5 14.7%	6 12.5%	1 1.8%	8 4.9%	20 6.7%
CHAM	3 8.8%	0 .0%	5 9.1%	10 6.1%	18 6.0%
OLDIES	2 5.8%	3 6.3%	3 5.5%	13 7.9%	21 7.0%
ENERGY	1 2.9%	7 14.6%	1 1.8%	5 3.1%	14 4.7%
THE EDGE	1 2.9%	1 2.1%	3 5.5%	6 3.7%	11 3.7%
Q107	0 .0%	2 4.2%	1 1.8%	3 1.8%	6 2.0%
CHUM FM	0 .0%	0 .0%	0 .0%	4 2.5%	4 1.3%
THE MIX	1 2.9%	0 .0%	2 3.6%	1 .6%	4 1.3%
CFRB	0 .0%	0 .0%	0 .0%	3 1.8%	3 1.0%
CHFI	0 .0%	1 2.1%	0 .0%	2 1.2%	3 1.0%
CISS FM	0 .0%	0 .0%	1 1.8%	2 1.2%	3 1.0%
98.1	2 5.9%	0 .0%	0 .0%	0 .0%	2 .7%
107.1	0 .0%	0 .0%	1 1.8%	0 .0%	1 .3%

(continued)

Q18 Radio Station Listen To By Likelihood (Continued)

	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Q18 RADIO STATION LISTEN TO					
91.1	0 .0%	0 .0%	1 1.8%	0 .0%	1 .3%
92.5	0 .0%	1 2.1%	0 .0%	0 .0%	1 .3%
CFMU	0 .0%	0 .0%	1 1.8%	0 .0%	1 .3%
CFNY	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
CHTZ	1 2.9%	0 .0%	0 .0%	0 .0%	1 .3%
CJMR	0 .0%	0 .0%	1 1.8%	0 .0%	1 .3%
CJRT	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
MAGIC 99	1 2.9%	0 .0%	0 .0%	0 .0%	1 .3%
NRG108	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
NONE	2 5.9%	1 2.1%	3 5.5%	11 6.7%	17 5.7%
DO NOT KNOW	1 2.9%	0 .0%	0 .0%	1 .6%	2 .7%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q19 Best Advertising Media By Likelihood

Q19 BEST ADVERTISING MEDIA	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Newspaper	23 67.6%	32 66.7%	36 65.5%	111 68.1%	202 67.3%
Flyers	6 17.6%	3 6.3%	3 5.5%	22 13.5%	34 11.3%
Radio	1 2.9%	6 12.5%	8 14.5%	14 8.6%	29 9.7%
Billboard	4 11.8%	4 8.3%	5 9.1%	7 4.3%	20 6.7%
Direct Mail	5 14.7%	1 2.1%	0 .0%	13 8.0%	19 6.3%
Television	3 8.8%	2 4.2%	3 5.5%	3 1.8%	11 3.7%
Internet/E-Mail	0 .0%	3 6.3%	2 3.6%	1 .6%	6 2.0%
Real Estate newspaper	0 .0%	1 2.1%	3 5.5%	2 1.2%	6 2.0%
New Homes magazine	0 .0%	3 6.3%	0 .0%	0 .0%	3 1.0%
Renters News	0 .0%	0 .0%	0 .0%	1 .6%	1 .3%
Do not know	0 .0%	0 .0%	1 1.8%	2 1.2%	3 1.0%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

* The percentages do not add to 100% as a result of the multiple mentions.

Q20 Frequency Visit Downtown By Likelihood

Q20 FREQUENCY VISIT DOWNTOWN	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Once a week	30 88.2%	33 68.8%	27 49.1%	60 36.8%	150 50.0%
Every two weeks	2 5.9%	4 8.3%	6 10.9%	21 12.9%	33 11.0%
Every three weeks	0 .0%	1 2.1%	5 9.1%	1 .6%	7 2.3%
Once a month	1 2.9%	3 6.3%	10 18.2%	26 16.0%	40 13.3%
Less than once a month	1 2.9%	6 12.5%	7 12.7%	44 27.0%	58 19.3%
Never	0 .0%	1 2.1%	0 .0%	11 6.7%	12 4.0%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q21A Reasons Why Come Downtown By Likelihood

Q21A-1 APPOINTMENTS	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Q21A-1 APPOINTMENTS	18 52.9%	12 25.0%	27 49.1%	50 30.7%	107 35.7%
Q21A-2 WORK	9 26.5%	6 12.5%	14 25.5%	34 20.9%	63 21.0%
Q21A-3 SHOPPING	34 100.0%	36 75.0%	38 69.1%	74 45.4%	182 60.7%
Q21A-4 ENTERTAINMENT	21 61.8%	36 75.0%	21 38.2%	75 46.0%	153 51.0%
Q21A-5 BUSINESS	12 35.3%	14 29.2%	15 27.3%	34 20.9%	75 25.0%
Total	34	48	55	163	300

Q22A Work vs. Live Downtown

Q22A WORK IN DOWNTOWN	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Yes	7 20.6%	5 10.4%	9 16.4%	23 14.1%	44 14.7%
No	27 79.4%	43 89.6%	46 83.6%	140 85.9%	256 85.3%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q22B Importance of GO Station vs. Live Downtown

Q22B IMPORTANCE OF GO STATION	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Yes	13 48.1%	12 27.9%	5 10.9%	14 10.0%	44 17.2%
No	14 51.9%	31 72.1%	41 89.1%	126 90.0%	212 82.8%
Total	27 100.0%	43 100.0%	46 100.0%	140 100.0%	256 100.0%

Q23 Occupation

Q23 MAIN OCCUPATION	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Professional	7 20.6%	9 18.8%	12 21.8%	34 20.9%	62 20.7%
Management	1 2.9%	2 4.2%	0 .0%	9 5.5%	12 4.0%
General Office	1 2.9%	2 4.2%	7 12.7%	15 9.2%	25 8.3%
Sales	3 8.8%	5 10.4%	4 7.3%	9 5.5%	21 7.0%
Blue Collar	5 14.7%	8 16.7%	13 23.6%	24 14.7%	50 16.7%
Retired	9 26.5%	10 20.8%	10 18.2%	36 22.1%	65 21.7%
Unemployed	3 8.8%	4 8.3%	1 1.8%	2 1.2%	10 3.3%
Student	3 8.8%	4 8.3%	2 3.6%	4 2.5%	13 4.3%
Homemaker	1 2.9%	2 4.2%	4 7.3%	20 12.3%	27 9.0%
Self-employed	1 2.9%	2 4.2%	2 3.6%	10 6.1%	15 5.0%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q24 Education

Q24 EDUCATION	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Some secondary	4 11.8%	7 14.6%	3 5.5%	17 10.4%	31 10.3%
Completed secondary	12 35.3%	20 41.7%	21 38.2%	61 37.4%	114 38.0%
Some college	1 2.9%	3 6.3%	4 7.3%	10 6.1%	18 6.0%
Completed college	2 5.9%	6 12.5%	12 21.8%	35 21.5%	55 18.3%
Some university	1 2.9%	1 2.1%	2 3.6%	6 3.7%	10 3.3%
Completed university	5 14.7%	6 12.5%	7 12.7%	25 15.3%	43 14.3%
Some post graduate	3 8.8%	0 .0%	0 .0%	1 .6%	4 1.3%
Completed post graduate	5 14.7%	4 8.3%	4 7.3%	6 3.7%	19 6.3%
Refused	1 2.9%	1 2.1%	2 3.6%	2 1.2%	6 2.0%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q24 Age

Q25 AGE	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
18-24	6 17.6%	3 6.3%	6 10.9%	10 6.1%	25 8.3%
25-34	6 17.6%	17 35.4%	11 20.0%	38 23.3%	72 24.0%
35-44	6 17.6%	8 16.7%	12 21.8%	47 28.8%	73 24.3%
45-54	5 14.7%	10 20.8%	9 16.4%	26 16.0%	50 16.7%
55-64	7 20.6%	4 8.3%	8 14.5%	13 8.0%	32 10.7%
65 and over	4 11.8%	6 12.5%	9 16.4%	29 17.8%	48 16.0%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q26A Number in Household

HNUM	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
1	12 35.3%	9 18.8%	14 25.5%	25 15.3%	60 20.0%
2	12 35.3%	18 37.5%	15 27.3%	60 36.8%	105 35.0%
3	6 17.6%	9 18.8%	13 23.6%	29 17.8%	57 19.0%
4	2 5.9%	9 18.8%	6 10.9%	36 22.1%	53 17.7%
5	1 2.9%	1 2.1%	5 9.1%	10 6.1%	17 5.7%
6	1 2.9%	1 2.1%	2 3.6%	3 1.8%	7 2.3%
7	0 .0%	1 2.1%	0 .0%	0 .0%	1 .3%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q26B Type of Household

Q26B TYPE OF HOUSEHOLD	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Young single	1 2.9%	1 2.1%	5 9.1%	3 1.8%	10 3.3%
Established single	9 26.5%	8 16.7%	5 9.1%	16 9.8%	38 12.7%
Young couple	5 14.7%	4 8.3%	4 7.3%	20 12.3%	33 11.0%
New family	7 20.6%	12 25.0%	14 25.5%	42 25.8%	75 25.0%
Established family	2 5.9%	11 22.9%	13 23.6%	40 24.5%	66 22.0%
Established couple	6 17.6%	8 16.7%	7 12.7%	25 15.3%	46 15.3%
Established older single	2 5.9%	4 8.3%	6 10.9%	16 9.8%	28 9.3%
Refused	2 5.9%	0 .0%	1 1.8%	1 .6%	4 1.3%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q27B Currently Rent vs. Own

Q27B CURRENTLY OWN VS. RENT	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Own	9 26.5%	27 56.3%	32 58.2%	115 70.6%	183 61.0%
Rent	25 73.5%	21 43.8%	23 41.8%	48 29.4%	117 39.0%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q29 Income

Q29 INCOME	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Under \$20,000	5 14.7%	7 14.6%	6 10.9%	9 5.5%	27 9.0%
\$20,000 - \$29,999	5 14.7%	5 10.4%	9 16.4%	7 4.3%	26 8.7%
\$30,000 - \$49,999	7 20.6%	10 20.8%	7 12.7%	21 12.9%	45 15.0%
\$50,000 - \$69,999	1 2.9%	5 10.4%	3 5.5%	30 18.4%	39 13.0%
\$70,000 - \$89,999	1 2.9%	3 6.3%	8 14.5%	16 9.8%	28 9.3%
\$90,000 and over	3 8.8%	4 8.3%	4 7.3%	11 6.7%	22 7.3%
Refused/DK	12 35.3%	14 29.2%	18 32.7%	69 42.3%	113 37.7%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

Q30 Gender

Q30 GENDER	Q10A LIKELIHOOD TO CONSIDER LIVING DOWNTOWN				Total
	Very likely	Somewhat likely	Not very likely	Not at all likely	
Male	12 35.3%	20 41.7%	20 36.4%	56 34.4%	108 36.0%
Female	22 64.7%	28 58.3%	35 63.6%	107 65.6%	192 64.0%
Total	34 100.0%	48 100.0%	55 100.0%	163 100.0%	300 100.0%

7.0 ANALYSIS OF RENTAL VS. PURCHASE

Q22A Work in Downtown

Q22A WORK IN DOWNTOWN	Q9A INTEREST IN RENT VS. PURCHASE		Total
	Rent	Purchase	
Yes	8 16.7%	4 11.8%	12 14.6%
No	40 83.3%	30 88.2%	70 85.4%
Total	48 100.0%	34 100.0%	82 100.0%

Q22B Importance of GO Station

Q22B IMPORTANCE OF GO STATION	Q9A INTEREST IN RENT VS. PURCHASE		Total
	Rent	Purchase	
Yes	15 37.5%	10 33.3%	25 35.7%
No	25 62.5%	20 66.7%	45 64.3%
Total	40 100.0%	30 100.0%	70 100.0%

Q23 Occupation

Q23 MAIN OCCUPATION	Q9A INTEREST IN RENT VS. PURCHASE		Total
	Rent	Purchase	
Professional	3 6.3%	13 38.2%	16 19.5%
Management	2 4.2%	1 2.9%	3 3.7%
General Office	3 6.3%	0 .0%	3 3.7%
Sales	6 12.5%	2 5.9%	8 9.8%
Blue Collar	10 20.8%	3 8.8%	13 15.9%
Retired	9 18.8%	10 29.4%	19 23.2%
Unemployed	5 10.4%	2 5.9%	7 8.5%
Student	6 12.5%	1 2.9%	7 8.5%
Homemaker	2 4.2%	1 2.9%	3 3.7%
Self-employed	2 4.2%	1 2.9%	3 3.7%
Total	48 100.0%	34 100.0%	82 100.0%

Q24 Education

Q24 EDUCATION	Q9A INTEREST IN RENT VS. PURCHASE		Total
	Rent	Purchase	
Some secondary	8 16.7%	3 8.8%	11 13.4%
Completed secondary	22 45.8%	10 29.4%	32 39.0%
Some college	2 4.2%	2 5.9%	4 4.9%
Completed college	4 8.3%	4 11.8%	8 9.8%
Some university	1 2.1%	1 2.9%	2 2.4%
Completed university	4 8.3%	7 20.6%	11 13.4%
Some post graduate	3 6.3%	0 .0%	3 3.7%
Completed post graduate	4 8.3%	5 14.7%	9 11.0%
Refused	0 .0%	2 5.9%	2 2.4%
Total	48 100.0%	34 100.0%	82 100.0%

Q24 Age

Q25 AGE	Q9A INTEREST IN RENT VS. PURCHASE		Total
	Rent	Purchase	
18-24	9 18.8%	0 .0%	9 11.0%
25-34	16 33.3%	7 20.6%	23 28.0%
35-44	5 10.4%	9 26.5%	14 17.1%
45-54	6 12.5%	9 26.5%	15 18.3%
55-64	6 12.5%	5 14.7%	11 13.4%
65 and over	6 12.5%	4 11.8%	10 12.2%
Total	48 100.0%	34 100.0%	82 100.0%

Q26A Number in Household

	Q9A INTEREST IN RENT VS. PURCHASE		Total
	Rent	Purchase	
1	18 37.5%	3 8.8%	21 25.6%
2	15 31.3%	15 44.1%	30 36.6%
3	9 18.8%	6 17.6%	15 18.3%
4	4 8.3%	7 20.6%	11 13.4%
5	0 .0%	2 5.9%	2 2.4%
6	1 2.1%	1 2.9%	2 2.4%
7	1 2.1%	0 .0%	1 1.2%
Total	48 100.0%	34 100.0%	82 100.0%

Q26B Type of Household

Q26B TYPE OF HOUSEHOLD	Q9A INTEREST IN RENT VS. PURCHASE		Total
	Rent	Purchase	
Young single	2 4.2%	0 .0%	2 2.4%
Established single	14 29.2%	3 8.8%	17 20.7%
Young couple	6 12.5%	3 8.8%	9 11.0%
New family	11 22.9%	8 23.5%	19 23.2%
Established family	5 10.4%	8 23.5%	13 15.9%
Established couple	5 10.4%	9 26.5%	14 17.1%
Established older single	4 8.3%	2 5.9%	6 7.3%
Refused	1 2.1%	1 2.9%	2 2.4%
Total	48 100.0%	34 100.0%	82 100.0%

Q27B Currently Rent vs. Own

Q27B CURRENTLY OWN VS. RENT	Q9A INTEREST IN RENT VS. PURCHASE		Total
	Rent	Purchase	
Own	10 20.8%	26 76.5%	36 43.9%
Rent	38 79.2%	8 23.5%	46 56.1%
Total	48 100.0%	34 100.0%	82 100.0%

Q29 Income

	Q9A INTEREST IN RENT VS. PURCHASE		Total
	Rent	Purchase	
Q29 INCOME			
Under \$20,000	10 20.8%	2 5.9%	12 14.6%
\$20,000 - \$29,999	8 16.7%	2 5.9%	10 12.2%
\$30,000 - \$49,999	11 22.9%	6 17.6%	17 20.7%
\$50,000 - \$69,999	2 4.2%	4 11.8%	6 7.3%
\$70,000 - \$89,999	1 2.1%	3 8.8%	4 4.9%
\$90,000 and over	0 .0%	7 20.6%	7 8.5%
Refused/DK	16 33.3%	10 29.4%	26 31.7%
Total	48 100.0%	34 100.0%	82 100.0%

Q30 Gender

	Q9A INTEREST IN RENT VS. PURCHASE		Total
	Rent	Purchase	
Q30 GENDER			
Male	16 33.3%	16 47.1%	32 39.0%
Female	32 66.7%	18 52.9%	50 61.0%
Total	48 100.0%	34 100.0%	82 100.0%

APPENDIX A

Copy of Questionnaire

DOWNTOWN MARKET POTENTIAL STUDY # _____

CITY: _____

GENDER: _____

AGE: _____

Hello, my name is (FIRST & LAST NAME) and I'm calling from Hendershot Research Consultants. We are conducting an research study about potential housing development (on behalf of the Hamilton-Halton Home Builders Association). May I ask you some questions please? (IF NO, THANK, TERMINATE & TALLY)

A. Are you the male/female head of the household?

YES

1 - GO TO Q. 1a

NO

2 - May I please speak with them?

ARRANGE CALL BACK IF NECESSARY

1a. How likely are you to consider moving in the next 3 years? Are you ...

VERY LIKELY

1] - GO TO Q. 1b

SOMEWHAT LIKELY

2]

NOT LIKELY

3 -- GO TO Q. 1c

1b. Do you plan to purchase or rent?

PURCHASE

1

RENT

2

1c. Overall, how likely are you to consider purchasing rental property as a financial investment in the next 3 years? Are you...

VERY LIKELY

1

SOMEWHAT LIKELY

2

NOT LIKELY

3

IF NOT LIKELY IN Q. 1A AND Q. 1C, READ: "That is all the information we require. Thank you for your time."

2a. What areas are you considering moving to? (PROBE: Any other areas?)
(CIRCLE ALL MENTIONS)

WEST HAMILTON

1

STONEY CREEK

7

DOWNTOWN

2

DUNDAS

8

EAST HAMILTON

3

FLAMBOROUGH

9

WEST MOUNTAIN

4

ANCASTER

10

CENTRAL MOUNTAIN

5

OTHER (SPECIFY)

X

EAST MOUNTAIN

6

3. In your opinion, what are main attractions in the Downtown core? (IF RESPONDENT HAS MENTIONED LESS THAN FIVE, PROBE: Any other attractions?)

4a. In your opinion, what are the strengths of the downtown core?

4b. In your opinion, what are the weaknesses of the downtown core?

5a. In your opinion, on a scale of 1 to 10 where 10 is excellent and 1 is poor, how would you rate the following specific aspects of downtown... (IF DO NOT KNOW, ASK: "To the best of your knowledge...") (READ IN RANDOM ORDER FROM CHECKED BOX)

- [] a. Parking _____
- [] b. Variety of stores _____
- [] c. Accessibility to downtown _____
- [] d. Prices for products and services _____
- [] e. Variety of cultural events _____
- [] f. Variety of sports events _____
- [] g. Availability of residential housing _____
- [] h. Safety _____
- [] i. Variety of restaurants _____
- [] j. Attractiveness of downtown _____
- [] k. Schools _____

5b. IF RATED LESS THAN 7 FOR ANY IN Q. 5A, ASK: Could you please tell me why in particular you gave a rating of less than 7? Q. 6 MOST IMPORTANT

- a. Parking _____ 1
- b. Variety of stores _____ 2
- c. Accessibility to downtown _____ 3
- d. Prices for products and services _____ 4
- e. Variety of cultural events _____ 5
- f. Variety of sports events _____ 6
- g. Availability of residential housing _____ 7
- h. Safety _____ 8
- i. Variety of restaurants _____ 9
- j. Attractiveness of downtown _____ 10
- k. Schools _____ 11

6. Which one do you feel would be the most important to people living downtown? _____ ↑

7a. If you lived downtown, what type of new stores would you like to see located downtown? (PROBE: Any other stores?) (IF DON'T KNOW, PROBE: If you lived downtown, what type of new stores do you feel should be located downtown?)

7b. On a scale of 1 to 10 where 10 is very important and 1 is not important, how important do you feel the following businesses would be if you were to live downtown?

- | | |
|----------------------|------------------------|
| Grocery store _____ | Cafes _____ |
| Hardware store _____ | Restaurants _____ |
| Day care _____ | Specialty stores _____ |

7b1. Are there any other type of stores that would be important? _____

7c. If you lived downtown, are there any new facilities or services would you like to see located downtown? (PROBE: Any other services?)

ASK Q. 8A AND Q. 8B IN ROTATED ORDER

- [] 8a. Hamilton-Halton Home Builders are considering to build new housing downtown somewhere in the area from James St. to Walnut St. between King St. and King William St. Do you strongly agree, somewhat agree, somewhat disagree or strongly disagree that there is potential for residential housing in this area?

STRONGLY AGREE	1
SOMEWHAT AGREE	2
SOMEWHAT DISAGREE	3
STRONGLY DISAGREE	4
INDIFFERENT	9

8a1. Could you please tell me why you indicated (REFER TO Q. 8A)?

- [] 8b. Hamilton-Halton Home Builders are considering to build new housing downtown somewhere in the area from James St. to Walnut St. between King St. and King William St. Do you strongly agree, somewhat agree, somewhat disagree or strongly disagree that there is potential for commercial development in this area?

STRONGLY AGREE	1
SOMEWHAT AGREE	2
SOMEWHAT DISAGREE	3
STRONGLY DISAGREE	4
INDIFFERENT	9

8b1. Could you please tell me why you indicated (REFER TO Q. 8B)?

9a. If you were to live downtown, would you be more interested in renting or purchasing?

RENT	1 -- GO TO Q. 9b1
PURCHASE	2 -- GO TO Q. 9b2

9b1. **IF RENT IN Q. 9A, ASK:** What type of new building would you be interested in renting downtown? Would it be... **READ IN RANDOM ORDER**

	YES	NO	Q. 9c1 MONTHLY RENT
Low rise apartment building	1	2	\$ ____ , ____ ____
Single-detached house	1	2	\$ ____ , ____ ____
New apartment above new store	1	2	\$ ____ , ____ ____
Townhouse	1	2	\$ ____ , ____ ____
Duplex	1	2	\$ ____ , ____ ____
Condominium	1	2	\$ ____ , ____ ____

9c1. **IF YES TO ANY OF Q. 9B1, ASK:** How much rent would you be willing to pay for this type of dwelling? (RECORD FOR EACH)

GO TO Q. 9d

9b2. **IF PURCHASE IN Q. 9A, ASK:** What type of new building would you be interested in purchasing downtown? Would it be... **READ IN RANDOM ORDER**

	YES	NO	Q. 9c1 PURCHASE PRICE
Single-detached house	1	2	\$ ____ , ____ , 000
New apartment above new store	1	2	\$ ____ , ____ , 000
Townhouse	1	2	\$ ____ , ____ , 000
Duplex	1	2	\$ ____ , ____ , 000
Condominium	1	2	\$ ____ , ____ , 000

9c2. **IF YES TO ANY OF Q. 9B2, ASK:** How much would you be willing to pay for this type of dwelling? (RECORD FOR EACH)
(IF DO NOT KNOW, PROBE FOR AN APPROXIMATE PRICE)

ASK ALL RESPONDENTS

9d. Do you have any other ideas for types of buildings?

9e. How large of a dwelling would you be interested in? Would it be ... (READ)

Bachelor	1
Loft bedroom	2
1 Bedroom	3
2 bedroom	4
3 bedroom	5

10a. If there was new housing to meet your needs, in your opinion, how likely would you be to consider living downtown? Would you be...

VERY LIKELY	1]	- GO TO Q. 10b
SOMEWHAT LIKELY	2]	
NOT VERY LIKELY	3]	- GO TO Q. 10c
NOT AT ALL LIKELY	4]	

10b. Why did you indicate (READ ANSWER FROM Q. 10A)? (RECORD ANSWER IN DETAIL)

GO TO Q. 11a

10c. Why did you indicate (READ ANSWER FROM Q. 10A)? (RECORD ANSWER IN DETAIL)

10d. If these changes were made, would you be more likely to consider living downtown?

YES	1
NO	2

IF VERY/SOMEWHAT LIKELY IN Q. 1C, ASK Q. 11A, ELSE GO TO Q. 12A

11a. How interested would you be in purchasing new commercial or residential property in the downtown core as a financial investment? Would you be...

VERY INTERESTED	1]	- GO TO Q. 11b1
SOMEWHAT INTERESTED	2]	
NOT VERY INTERESTED	3]	- GO TO Q. 11c
NOT AT ALL INTERESTED	4]	

11b1. Would be interested in purchasing commercial, residential or a combination of both?

COMMERCIAL	1
RESIDENTIAL	2
BOTH	3

11b2. Why did you indicate (READ ANSWER FROM Q. 11A)? (RECORD ANSWER IN DETAIL)

GO TO Q. 12a

11c. Why did you indicate (READ ANSWER FROM Q. 11A)? (RECORD ANSWER IN DETAIL)

11d. If these changes were made, would you be more likely to consider purchasing downtown?

YES	1
NO	2

ASK ALL RESPONDENTS

12a. Are there any (other) changes or improvements to the downtown area which would increase your likelihood to live downtown?

- 12b. Of the people you know, would there be anyone who would consider renting or purchasing downtown? We don't need any names. We would just like your opinion for this question. Would there be anyone who would consider purchasing downtown as an investment?

	YES	NO
CONSIDER <u>RENTING</u> DOWNTOWN	1	2
CONSIDER <u>PURCHASING</u> DOWNTOWN	1	2
CONSIDER PURCHASING AS <u>INVESTMENT</u>	1	2

- 12c. IF YES IN Q. 12B. ASK: Could you please tell me the approximate age range of this person? Would it be ...

18 - 24	1	55 - 64	5
25 - 34	2	65 and over	6
35 - 44	3	REFUSED	7
45 - 54	4		

- 13a. In the past few years, do you feel improvements have been made in the downtown core?

YES	1
NO	2

- 13b. Why did you indicate (REFER TO Q. 13A)?

- 14a. Were you aware of the following changes to downtown in the last year... (ROTATE ORDER READ)

	YES	NO
Additional parking meters	1	2
Two hours free parking	1	2
Free street parking after 6 p.m.	1	2
Festivals and events in Gore Park	1	2
New sidewalks	1	2
Planting of flowers and greenery	1	2

15. How important are the following to you for the downtown core? Are they very important, somewhat important or not important?

	Very Important	Somewhat Important	Not Important
a. Maintaining the heritage buildings	1	2	3
b. Investigate ways to 'green' downtown	1	2	3
c. Promote more family entertainment	1	2	3

16. Is there anything else important to you for the downtown core?

17. Which daily newspapers do you read at least once a week? PROBE: Any others? (CIRCLE ALL MENTIONS)

HAMILTON SPECTATOR	1	GLOBE & MAIL	3
TORONTO STAR	2	TORONTO SUN	4
NONE	90	OTHER _____	X

18. Which radio station do you listen to the most often?

CHAM	1	OLDIES 1150	4
CHML	2	K-LITE	5
Y95	3	OTHER (SPECIFY) _____	

19. Which advertising media do you feel is the best way to find out information about downtown real estate? Would it be...

Radio	1	Flyers	4
Newspaper	2	Billboard	5
Direct mail	3	OTHER (SPECIFY) X	

20. How often do you come to the downtown core?

Once a week or more often	1	Once a month	4
Every two weeks	2	Less than once a month	5
Every three weeks	3	Never	6

21a. Why do you come downtown? Would it be for ...	<u>YES</u>	<u>NO</u>
Appointments	1	2
Work	1	2
Shopping	1	2
Entertainment	1	2
Business	1	2

21b. Why do you not shop downtown more often?

22a. Do you work in the downtown area from Queen St. to Wellington?

YES	1 -- GO TO Q. 23
NO	2 -- GO TO Q. 22b

22b. Is proximity to the GO station an important consideration in deciding where to live?

YES	1
NO	2

Finally, I would like to ask you a few questions to help us interpret the result of the study.

23. What is your main occupation? (DO NOT READ)

Professional	1	Unemployed	7
Management	2	Student	8
General Office	3	Homemaker	9
Sales	4	Self-employed	10
Blue Collar	5	Other (SPECIFY)	X
Retired	6		

24. What is your highest level of education?

Some Secondary	1	Completed University	6
Completed Secondary	2	Some Post Graduate	7
Some College	3	Completed Post Graduate	8
Completed College	4	REFUSED	9
Some University	5		

25. Which age group do you belong to?

18 - 24	1	55 - 64	5
25 - 34	2	65 and over	6
35 - 44	3	REFUSED	7
45 - 54	4		

26a. How many people, including yourself, live in your household?

1	2	3	4	5	6	7	9 - DK/REFUSED
---	---	---	---	---	---	---	----------------

26b. Which of the following best describes your household ...

Young Single -- Under 25 years of age	1	Established Family -- Single	5
Established Single -- Over 25 years of age but not a senior	2	or 2-parent family with older children at home	
Young Couple -- No children	3	Established Couple - No children	6
New Family -- Single or 2-parent family with young or pre-teen children only	4	Established Older Single (>65 YRS.)	7
		OTHER (SPECIFY)	X
		REFUSED	9

27a. What type of dwelling are you currently living in? Is it...

Single-detached	1	Duplex	5
Apartment	2	Townhouse	6
Condominium	3	OTHER (SPECIFY)	X
Semi-detached	4		

27b. Do you currently own or rent? OWN 1 RENT 2

28. Could you please tell me the first three digits of you postal code? ____ ____ ____

29. And finally, this question is optional, what was your total family household income last year before taxes. Was it ...

Under \$20,000	1	\$70,000 - \$89,999	5
\$20,000 - \$29,999	2	\$90,000 and over	6
\$30,000 - \$49,999	3	REFUSED	8
\$50,000 - \$69,999	4	DON'T KNOW	9

That completes the interview. Thank you for your time and have a nice day/evening.

30. RECORD GENDER: Male 1 Female 2

NAME: _____ PHONE NUMBER: _____

DATE: _____ LENGTH OF INTERVIEW: _____ Minutes

APPENDIX B

Response Rate Results

DOWNTOWN MARKET POTENTIAL STUDY

Response Rate Results

<i>RESPONSE</i>	<i>Total</i>	<i>%</i>
Completed Interviews	300	16.5%
Refused	508	27.9%
No Answer	270	14.8%
Answering Machine	374	20.5%
Call Back	103	5.7%
Not Eligible	75	4.1%
Wrong Number	65	3.6%
Disconnected	64	3.5%
Busy	43	2.4%
Language	18	1.0%
TOTAL	<u>1820</u>	<u>100.0%</u>

3.

CITY OF HAMILTON
RECOMMENDATION

DATE: 1998 November 6

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mark Mascarenhas
General Manager, Housing and Loans Division

SUBJECT: Hamilton Downtown Partnership



RECOMMENDATION:

That the General Manager – Finance be directed to disburse to the Hamilton Downtown Partnership the amount of \$150,000, allocated in the 1998 budget of the City and Region for the Hamilton Downtown Partnership.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The City has budgeted \$75,000 in its 1998 current budget for this expenditure.
The Region has budgeted \$75,000 in its 1998 Economic Development Department budget.

BACKGROUND:

On 1997 January 28 the Finance and Administration Committee appointed Mark Mascarenhas as Interim Downtown Coordinator to assist in the creation of the Hamilton Downtown Partnership. This role invariably expanded to include a multitudinous range of tasks from organizing the Gianni Longo Workshop and Public Meeting to being a point of first contact on downtown issues and activities.

With the successful establishment of the Hamilton Downtown Partnership Board and Corporation (Corporate name is Hamilton Downtown Revitalization Community Corporation), and the hiring of a Downtown Coordinator (Marlene Coffey) reporting directly to the Hamilton Downtown Partnership Board, the assignment of Interim Downtown Coordinator responsibilities to Mark Mascarenhas has effectively come to an end.

Attached is a copy of a Press Release outlining the membership of the Partnership and its mandate.

The Hamilton Downtown Partnership understands that a three-year funding commitment to the Partnership, to be cost-shared equally by the City of Hamilton and the Region of Hamilton-Wentworth, amounting to \$150,000 per year has been made, and has requested its 1998 allotment.

The money will be used by the Partnership to pay for its operations, including Downtown Coordinator, administration, and programs and activities.

MM/dk

Attachment.

Cc Mayor Robert Morrow
 Regional Chairman Terry Cooke
 Alderman Andrea Horwath
 Doug Lychak, City Manager
 Allan Ross, General Manager – Finance
 Mike Schuster, General Manager – Human Services
 Nick Catalano, Director, Economic Development
 Marlene Coffey, Downtown Coordinator

FOR IMMEDIATE RELEASE

September 16, 1998

HAMILTON DOWNTOWN PARTNERSHIP

Background

The Hamilton Downtown Partnership, created by the City of Hamilton and Region of Hamilton-Wentworth on April 21, 1998, was incorporated on June 30, 1998, as a non-profit corporation under the Corporations Act of Ontario.

The role of the Partnership is to promote, facilitate, assist and develop the Downtown of Hamilton as the primary business, office, cultural, family entertainment, and administrative centre in the Region of Hamilton-Wentworth.

Comprised of leaders of many sectors of the community, including business, labour, education and health, the Partnership is the first such organization spearheading the revitalization of the downtown.

Board of Directors

At its meeting of August 6, 1998, the members of the Hamilton Downtown Partnership elected its Board of Directors and its Officers, as follows:

Directors

Robert Morrow, Mayor, City of Hamilton

Terry Cooke, Regional Chairman, Region of Hamilton-Wentworth

Andrea Horwath, Alderman, City of Hamilton

Don Pether, Dofasco

Roger Trull, McMaster University

Pat Collins, The Hamilton Spectator

Morgan Firestone, Firan Corporation
Scott Rowand, Hamilton Health Sciences Corporation
Catherine Rellinger, Mohawk College
Wayne Marston, Hamilton & District Labour Council
Bob Jones, Stelco
Helen Kirkpatrick, Central Neighbourhood Association
Shelly Rempel, Housing Help Centre
Jose Geada, Hamilton-Halton Home Builders' Association
Gord Thompson, International Village B.I.A.
Al Peckham, Downtown Promenade B.I.A.

Honorary Directors

Peter George, McMaster University
John Mayberry, Dofasco
Jim Alfano, Stelco
Monique Arbour, Mohawk College
Craig Dowhaniuk, Firan Corporation

Officers

President – Al Peckham
Vice – President – Bob Jones
Treasurer – Don Pether
Secretary (Ex-Officio) - Mark Mascarenhas

Downtown Coordinator

After a thorough search and interview process in which over 200 applications were received, the Hamilton Downtown Partnership is pleased to announce the appointment of **Marlene Coffey**.

Marlene Coffey comes to the City of Hamilton with a background in banking and economic development. Raised in the Greater Toronto Area, she has practiced small business

consulting in Toronto and has worked in economic development in the Niagara Region and most recently at the Town of Leamington. With over ten years of work experience Mrs. Coffey has developed a strong knowledge of downtown, urban and economic development issues and brings to her job a set of management and development skills that will help the Hamilton Downtown Partnership as it leads the revitalization effort.

Marlene Coffey's academic credentials include a Bachelor's Degree (B.A.) from York University in Geography and Urban Studies and a Master's Degree (M.A.E.S.) from the University of Waterloo in Local Economic Development.

Mrs. Coffey will commence her employment on October 5, 1998.

Downtown: A Market Place of Ideas Workshop Report (Gianni Longo)

Following the Downtown Vision public meeting and workshop held in February of 1998, facilitated by Mr. Gianni Longo of American Communities Partnership, a final report has been prepared which is being made available to the community today.

The report captures the decisions made by community stakeholders and representatives on a Vision for downtown and strategic goals to achieve the vision, ranging from economic development, housing, culture and recreation, through to transportation, parking, and the built environment. Copies of this report can be obtained at 25 Main Street West, Suite 1500, Hamilton, telephone 546-4540.

The Hamilton Downtown Partnership strongly endorses the community inspired vision of the Downtown, which is:

"The downtown of the future will be a vibrant focus of attraction where all our diverse people can live, work and play. The future downtown must be built on a human scale, with streetscapes offering comfort, access and safety to pedestrians. The future downtown will combine the best of our heritage with new commercial and domestic architecture and use. The future downtown will redirect our gaze from the urban core to the surrounding neighbourhoods, the waterfront, and the escarpment, seamlessly linking commerce, housing and recreation."

Gianni Longo Return, October 21st and October 22nd, 1998

The Hamilton Downtown Partnership is pleased to announce that Gianni Longo will return to Hamilton on October 21 and October 22, 1998.

On October 21, 1998, evening, the Hamilton Downtown Partnership will host a public forum to enable members of the community to meet Gianni Longo and receive a presentation on the report, Downtown: A Market Place of Ideas. All members of the public are invited to attend.

Date: October 21, 1998
Time: 7:00 p.m.
Place: Convention Centre
Albion Rooms B and C

On the morning of October 22, 1998, Gianni Longo will have a meeting with the Board of the Hamilton Downtown Partnership. This meeting will be a follow-up to the meeting held at the February 1998 workshop.

Summary

The Hamilton Downtown Partnership is pleased to announce the following major initiatives in its efforts to lead the revitalization of the downtown:

1. Establishment of its Board.
2. Appointment of Downtown Coordinator.
3. Publication of the Report, Downtown: A Market Place of Ideas.
4. Return of Gianni Longo.

For more information contact:

Mr. Al Peckham, President, telephone 521-2029
Mr. Mark Mascarenhas, Secretary, telephone 546-4604.

FOR IMMEDIATE RELEASE

1998 April 22

HAMILTON DOWNTOWN PARTNERSHIP

Hamilton-Wentworth Regional Council last night approved the creation of the Hamilton Downtown Partnership. The following slate of members of the Hamilton Downtown Partnership (HDP), with leaders from many sectors of the community, including business, labour, education and health, were presented by Mayor Bob Morrow and Regional Chairman Terry Cooke:

Member

Designate

Mayor Robert Morrow

Regional Chair Terry Cooke

Councillor Andrea Horwath

Jim Alfano

Bob Jones

John Mayberry

Don Pether

Pat Collins

Morgan Firestone

Scott Rowand

Catherine Rellinger

Wayne Marston

Dr. Peter George

Roger Trull

Helen Kirkpatrick

Shelly Rempel

Mike Bryan

Gord Thompson

Al Peckham

At its first meeting on Monday, April 20th, the HDP Board agreed to proceed with its incorporation and with hiring a Downtown Coordinator. Mayor Bob Morrow described the meeting as overwhelmingly positive, adding, "The synergy (of our first meeting) was palpable and our discussions very fruitful." Chairman Cooke agreed: "The Board members are clearly committed to the task at hand and we are all very anxious for things to get underway."

"I am thrilled with the membership of the Hamilton Downtown Partnership Board, and I know they will do a wonderful job in spearheading the revitalization of our downtown", said Mayor Bob Morrow.

The establishment of the Hamilton Downtown Partnership concludes a series of initiatives and meetings involving the community over the past two years, including the highly successful public meeting and workshop held in February of this year, facilitated by Gianni Longo of American Communities Partnership.

The concept of a Downtown Partnership was introduced in the Report "Strong Medicine...A Prescription for the Heart of Hamilton-Wentworth" which was approved by City and Regional Councils in the fall of 1996.

The role of the Partnership is to promote, facilitate, assist and develop the Downtown of Hamilton as the primary, business, office, cultural, family entertainment, and administrative centre in the Region of Hamilton-Wentworth.

"Partnerships between the public and private sectors, along with broad membership from the community, have proven to be vital ingredients to successful downtown revitalizations," stated Chairman Cooke. "Each player brings unique skills and talents to the table. The private sector adds enterprise and investment to the equation, ensuring that strategies to improve residential, entertainment and commercial

opportunities in the Downtown can be implemented. This is one issue where there is a common front of support."

Speaking in her capacity as a Councillor representing the downtown on the Partnership Board, Andrea Horwath expressed the need for the Partnership and noted that it focuses enthusiasm and a wealth of additional talent to downtown revitalization. "The Partnership will help affirm and implement a common vision and action plan for the downtown as well as advise City and Regional Council regarding issues affecting the downtown," she said.

The Partnership's next meeting is scheduled for May 7, 1998, at which time it will be considering reports on downtown property taxation, the "Smart Moves" transportation study, and City and Regional Capital proposals for Downtown.

For further information contact

Staff Contact

Mark Mascarenhas
City of Hamilton
Tel: 905/546-4604

Council Contacts

Terry Cooke, Chairman
Regional Municipality of Hamilton-Wentworth
Tel: 905/546-4200
Email: chairmancooke@hamilton-went.on.ca

Robert Morrow, Mayor
City of Hamilton
Tel: 905/546-2790

Andrea Horwath, Councillor
City of Hamilton
Tel: 905/546-2711

ABOLITION 2000 RESOLUTION FOR MUNICIPALITIES

4.

Whereas *nuclear weapons pose a continuing threat to civilization, the human species, and life itself;*

Whereas *cities have been primary targets of nuclear weapons throughout the Nuclear Age and remain vulnerable to the massive destructive effects of nuclear weapons;*

Whereas *the development and maintenance of nuclear arsenals are extraordinarily costly, still costing billions of dollars per year, and these resources could be far better utilized for rebuilding the infrastructure of our cities, supporting the health and welfare of our citizens, and protecting and enhancing the quality of the environment;*

Whereas *the five declared nuclear weapons states (United States, Russia, United Kingdom, France and China) promised at the Non-Proliferation Treaty Review and Extension Conference in May 1995 to pursue "systematic and progressive efforts to reduce nuclear weapons globally, with the ultimate goal of eliminating these weapons";*

Whereas *the International Court of Justice ruled unanimously in July 1996, "There exists an obligation to pursue in good faith and bring to a conclusion negotiations leading to nuclear disarmament in all its aspects under strict and effective international control";*

Whereas *retired U.S. General Lee Butler, once responsible for all U.S. strategic nuclear forces, has called nuclear weapons "inherently dangerous, hugely expensive, militarily inefficient and morally indefensible";*

Whereas *the end of the Cold War has provided an unparalleled opportunity to end the nuclear weapons era, which would fulfill our responsibility to present and future generations,*

Now, therefore, be it resolved that the Municipality of _____:

Declares itself as a Nuclear Weapon Free Zone and supports the further development of Nuclear Weapon Free Zones throughout the world;

Calls for all nuclear weapons to be taken off alert status, for all nuclear warheads to be separated from their delivery vehicles, and for the nuclear weapons states to agree to unconditional no first use of these weapons;

Calls upon the governments of all nuclear weapons states to begin negotiations immediately on a Nuclear Weapons Convention to prohibit and eliminate all nuclear weapons early in the next century, and to complete these negotiations by the year 2000; and

Orders that copies of this resolution be sent to the elected representatives for this municipality, including the U.S. Representative(s), U.S. Senators, and the President.

CHURCH LEADERS STATEMENT

The leaders of the following churches signed the letter of February 18, 1998 to Prime Minister Chrétien which included these comments:

"The willingness, indeed the intent, to launch a nuclear attack, in certain circumstances, bespeaks spiritual and moral bankruptcy. We believe it to be an extraordinary affront to humanity for nuclear weapons states and their allies, including Canada, to persist in claiming that nuclear weapons are required for their security.... Nuclear weapons have no moral legitimacy, they lack military utility, and, in light of the recent judgement of the World court, their legality is in serious question. The spiritual, human and ecological holocaust of a nuclear attack can be prevented only by the abolition of nuclear weapons it is our common duty to pursue that goal as an urgent priority....."

"The time has come for Canada to take a strong, principled stand against the continued possession of nuclear weapons by any state, affirming abolition as the central goal of Canadian nuclear weapons policy and adding Canada's voice to the call to immediately begin negotiations on a nuclear Weapons Convention."

Anglican Church in Canada
Armenian Orthodox Church (Canadian diocese)
Baptist Convention of Ontario and Quebec
British Methodist Episcopal Church
Christian Church (Disciples of Christ)
Evangelical Lutheran Church
Canadian Conference of Catholic Bishops
Coptic Orthodox Church in Canada
Council of Christian Reformed Churches
Ethiopian Orthodox Church of Canada
Evangelical Lutheran Church in Canada
Greek Orthodox Metropolis of Canada
Mennonite Central Committee (Canada)
Orthodox Church in America
The Presbyterian Church
The Polish National Catholic Church
Reformed Church in Canada
The Religious Society of Friends (Quakers) in Canada
The Salvation Army
The United Church of Canada

TOWN OF FLAMBOROUGH
P.O. Box 50
Flamborough, Ontario L0R 2H0
163 Dundas Street East

Telephone (905) 689-7351
Lynden (519) 647-2577
Fax (905) 689-3310

5.

November 4, 1998

The Honorable Ernie Eves
Minister of Finance
7th Floor, Frost Building South
7 Queens Park Crescent
Toronto, ON M7A 1Y7

L-98-86

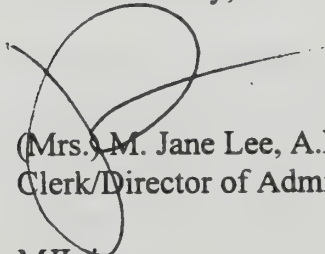
Re: Business Education Taxes

Dear Sir:

On October 26, 1998, the Council of the Corporation of the Town of Flamborough dealt with the aforementioned matter and approved a resolution to request the Minister of Finance to immediately freeze the 1998 business education taxes for commercial and industrial properties in Flamborough at 1997 levels.

Attached is a certified copy of the resolution. We would appreciate your attention to this request.

Yours sincerely,


(Mrs.) M. Jane Lee, A.M.C.T.
Clerk/Director of Administrative Services

MJL:ts
Enclosure

C.C. Region of Hamilton-Wentworth
City of Stoney Creek
Town of Dundas
Tony Skarica, M.P.P.
Lillian Ross, M.P.P.
David Christopherson, M.P.P.
Flamborough Chamber of Commerce

City of Hamilton
Town of Ancaster
Township of Glanbrook
Ed Doyle, M.P.P.
Trevor Pettit, M.P.P.
Dominic Agostino, M.P.P.

Alexander Rawlin
Deputy Clerk

CITY OF HAMILTON
- RECOMMENDATION -

6.

DATE: 1998 November 6

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
General Manager, Finance

SUBJECT: Annual Reserve and Reserve Fund Report

RECOMMENDATION:

- (a) That the annual Reserve and Reserve Funds report be received.
- (b) That the General Manager, Finance be authorized to open an interest bearing reserve fund "Ronald V. Joyce Centre for the Performing Arts at Hamilton Place".

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See discussion below.

BACKGROUND:

The General Manager, Finance prepares an annual report on the Reserve and Reserve Funds and, where necessary, recommends Policy changes for the review and approval of Committee and Council. This report will provide a review of the existing policies, purposes, and levels of the Reserve and Reserve Fund balances at the end of October 1998. Details of each reserve and reserve fund are provided under separate cover and they provide the purpose, funding sources and the current commitments outstanding against each reserve.

Discussion

The total Reserve and Reserve Funds balance as at October 31, 1998 is \$75.111 million. This compares with \$90.106 million at April 30, 1997. The 1998 balance is lower than that of the prior year due to the internal financing of the 1998-2007 Capital Programme (to the extent of \$9 million) in order to reduce the impact on the mill rate, and the reflection of the Loan Program Reserve in the gross amount in the prior year, and in the net amount of 1998. Details are provided in the attached booklet.

Ronald V. Joyce Centre for the Performing Arts at Hamilton Place

On August 11, 1998, City Council approved the naming sponsorship of Hamilton Place Theatre as the Ronald V. Joyce Centre for the Performing Arts at Hamilton Place with the donation of \$5 million receivable from The Ron Joyce Foundation. The donation is receivable October 1, 1998, in the amount of \$1.2 million, with the remaining balance in annual instalments of \$200,000 until the year 2017. A condition of the donation is the changing of the name and the funds are to be used for major building repairs or improvements. Furthermore, either party may terminate this agreement if either party is in default of its material obligations.

MBCS:jc
Att.

7.

**CITY OF HAMILTON
- RECOMMENDATION -**

DATE: 1998 November 12

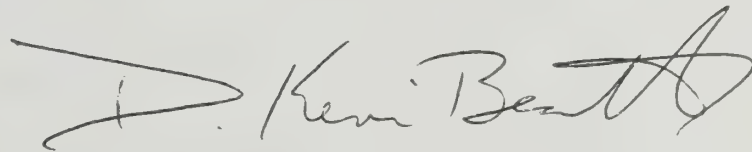
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: D. Kevin Beattie
Grants Co-ordinator

SUBJECT: 1999 Grant Applications and Policies

RECOMMENDATION:

- a) That the 1999 General and Convention/Reception Grant Applications and Policies be made available to potential applicants with an extended deadline of 1999 January 15 for the General Grant Applications;
- b) That the process for reviewing and approving all 1999 general grant applications and the process for the Convention/reception Grants be considered by a report from the Grants Process Group as soon as possible to the Finance and Administration Committee, said report to include a recommendation as to revised membership of the group;
- c) That the 1999 grant applicants be advised as to the outcome of this grants process;



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The 1998 total grants budget is \$370,260.

There are no financial implications with respect to making the 1999 grant applications available, beyond postage and in-house copying which can be accommodated within the appropriate accounts. The existing policy has provision for a funding formula that allows for changes in the grants funding to the extent of the assessment change (in 1998 this translated into a \$800 increase). The base budget for 1999 will be adjusted accordingly along with any required current budget adjustments.

1998 November 12

-2-

BACKGROUND:

Annually the grant applications for the upcoming year are made available at the end of October to facilitate a consistent year-end deadline for the submission of the general grant applications. Due to the delay in starting this process, it is recommended that the deadline be extended until January 15, 1999.

In light of the recent City/Region administrative amalgamation and the recently announced Provincial Advanced Funding Program, there may be changes required in either the City or Regional Grant Program. To reflect any changes with respect to the process, it is recommended that a report from the Grants Process Group be submitted to the Committee as soon as possible. That report should include reference to the composition of the Grants Process Group. Previously this group consisted of the CAO, Treasurer, Director of Culture & Recreation, Grants Co-ordinator and the Arts Co-ordinator.

On a request basis, general grant application forms are mailed out along with the policy. A workshop is planned to be held in December to assist with the completion of the application and to respond to any questions. This format is consistent with the availability of the 1998 grants.

c.c. Grants Process Group

CITY OF HAMILTON
- RECOMMENDATION -

8. (a.)

DATE: 1998 November 9

NOV 10 1998

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
Municipal Clerk

SUBJECT: Amendment to Ground Lease regarding Lobby Renovation/Expansion
Ontario Government Building at 119 King Street West

RECOMMENDATION:

- (a) That the City of Hamilton enter into a Ground Lease Amendment Agreement with the Province of Ontario for the purpose of revising the demised floor area allocated between the parties on the ground floor of the Ellen Fairclough building, as per the original "as built" drawings referred to in the Ground Lease dated 1976 January 6; and,
- (b) That it be understood and agreed that the Lease Amending Agreement contain the following key terms and conditions:

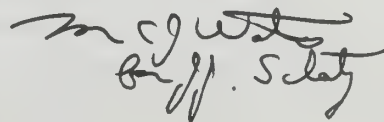
Key Terms:

- (i) Lessor: Corporation of the City of Hamilton;
Lessee: Province of Ontario (Her Majesty the Queen in the right of Ontario, as represented by the Management Board Secretariat); and,
- (ii) Premises: Part of the ground floor of the Ontario Government building at 119 King Street West, Hamilton;
- (1) Exclusive use floor space to be leased - 238 square feet; and,
- (2) Non-exclusive use floor space to be licensed - 600 square feet;
and,
- (iii) Use of Premises: The Lessee shall use the premises as part of a public lobby and a storage room ancillary to its office tower; and,
- (iv) Term: Commencing 1999 March 1, expiring on 2069 October 31, to coincide with the remaining term of the Ground Lease. Said seventy (70) year term to be divided into four (4) periods commencing 1999 March 1, 2016 March 1, 2033 March 1, and 2050 March 1, for the purpose of adjusting the market rent of the exclusive use area; and,

- (v) Rent:
 - (1) Exclusive Use space of 238 square feet, a minimum rent of \$5 per square foot per annum plus GST, net of all operating costs including realty taxes, insurance premiums, heating and cooling costs, electricity, repairs, maintenance and janitorial costs, etc., for a total of \$1,190 per annum plus GST, during the first period of the term. The rent during subsequent periods shall be based on the market rent of comparable office space in the downtown area as at the commencement of the rental period; and,
 - (2) Non-Exclusive Use space of 600 square feet (area of shared use lobby), a rent of \$2 for the entire term, plus all operating expenses including janitorial and maintenance costs, with the sole exception of the cost of heating, cooling and electricity supplied by the City's Central Utilities Plant; and,
- (vi) Insurance: The Lessee is to maintain in force throughout the term a comprehensive general liability insurance policy (with the Lessor as additional insured) to an inclusive limit of not less than \$5,000,000; and,
- (vii) Indemnity: The Lessee is to indemnify and save harmless the Lessor from and against all actions, claims, etc. that the Lessor may bear by reason of any personal injury, death or damage to property suffered by any person or property that arises out of the use or occupation of the demised premises by the Lessee or any member of the public or by reason of any negligence on the part of the Lessee, save and except for the use of the non-exclusive area of the lobby outside of normal business hours (8:00 a.m. to 6:00 p.m. Monday to Friday); and,
- (viii) Termination: The Lease, as it relates to the revisions to the demised floor area as set out in the Lease Amending Agreement, may be terminated in whole or in part, upon six (6) months written notice to the other party by either the Lessee or the Lessor, after the first five (5) years of the term have elapsed, provided the Lessee restores the premises to the physical layout and condition it was in before the commencement of the tenant improvements and the Lease Amending Agreement or to an alternate state if deemed acceptable, to the satisfaction of the City (including the Director of Operations for the Hamilton Convention Centre and the Building Commissioner); and,
- (ix) Assignment: The Lessee shall not assign or sublet the Lease Amending Agreement or otherwise encumber the premises without the prior written consent of the Landlord; and,

Conditions:

- (x) That the proposed Lease Amending Agreement shall be subject to the approval of the Province and to the satisfaction of the Manager of the Real Estate Division for the City in conjunction with Corporate Counsel in accordance with the key terms and conditions noted herein. Should it be required in order to process a building permit, City staff will execute permit applications as owner. However, such execution of applications shall not fetter the discretion of the Building Commissioner in determining whether such permit shall be issued; and,
- (xi) That all proposed tenant improvements to expand and renovate the premises shall receive the prior approvals of the Lessor as required, including the City of Hamilton Building Commissioner and the Director of Operations for the Convention Centre; and,
- (xii) It is understood and agreed that an Authority to Enter upon the premises be granted to the Province to initiate tenant improvements, however, should the Province not subsequently execute the proposed Lease Amending Agreement, the premises shall be restored to its original condition by the Lessee; and,
- (c) That an Authority to Enter the premises for the purpose of undertaking renovations (proposed tenant improvements) prior to the execution and commencement of the Lease Amending Agreement be approved; and,
- (d) That the Mayor and Municipal Clerk be authorized and directed to execute the Authority to Enter and the Lease Amending Agreement in a form satisfactory to Corporate Counsel.



M. G. White
for J. S. Day

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The rental under license of the exclusive use area will generate \$1,190 per annum net to the City of Hamilton each year of the first period of the term and thereafter will be adjusted based on the then current market office lease rates. The current operating expenses incurred by the City for the non-exclusive use area (shared use lobby) will be more or less offset by janitorial and general maintenance costs in the order of approximately \$1,000 per year currently, that are to become the responsibility of the Lessee (Province).

BACKGROUND:

In 1976 the City and Province entered into various agreements for the development and construction (including cost sharing) of the Convention Centre, Ontario Government Building, underground parking garage and Central Utilities Plant. A Ground Lease Agreement was executed by the parties for the lease of the area of land under which the present Ellen Fairclough

building sits, municipally described as 119 King Street West. The leased premises were described as Part 1 on Reference Plan 62R-2696, although the exact limits of the premises are shown on the "as built" drawings of the Complex, which were incorporated in the lease by reference. The ground floor of the building on these drawings illustrate the areas to be occupied by the Province (lobby, information desk, stairwell and elevators) and areas to be occupied by the City as part of the Convention Centre (east lobby, stairwell, elevator and part of a corridor to the west of the provincial lobby).

Recently, the Province proposed an expansion/renovation to the lobby of the Ellen Fairclough building and requested that the City consider foregoing part of its existing Convention Centre floor space to accommodate the project. The result of discussions between Provincial officials and the Director of Operations for the Convention Centre was that most of the space required for the project could be provided. Subsequently, the H.E.C.F.I. board approved the release of this space.

Specifically, the west wall of the existing lobby is to be moved back by three feet thereby enlarging the area of the lobby and the landing area within the Convention Centre stairwell leading up from the parking garage is to be blocked off and turned into a storage room, both increasing the exclusive use space of the Province. Further, the easterly 600 square foot lobby adjacent to the Convention Centre stairwell and elevator, separated from the main lobby of the Provincial Government office tower, is to be taken over by the Province. The wall and single metal door dividing the two lobbies is to be removed and the total lobby area renovated and opened up to increase space and light, to make it more attractive and inviting. However, this easterly lobby area will continue to be used by the City's Convention Centre and therefore is a shared use or non-exclusive use area.

For the exclusive use area, it is proposed the Lessee (Province) pay the going net rental rate for office space, currently at \$5 per square foot per annum. However, only a nominal rent of \$2 plus operating costs for the entire term is proposed to be charged for the non-exclusive easterly lobby area, which has been jointly used by both the City and Province for years. Although the Province would now assume the janitorial and maintenance costs for this area, the City would continue to pay the heat, cooling and electricity costs.

It is proposed that the Lease Amending Agreement apply during the same term as the original ground lease, until 2069 October 31. However, either party could terminate the agreement upon six months written notice to the other party, after the first five years of the term have elapsed, provided the Province restore the condition and layout of the premises to its prior state, or other state that is acceptable to the City.

KDA/nw

c.c. R. Roszell, Corporate Counsel

Attention: J. Davidson

A. Ross, General Manager, Finance

Attention: T. Daw

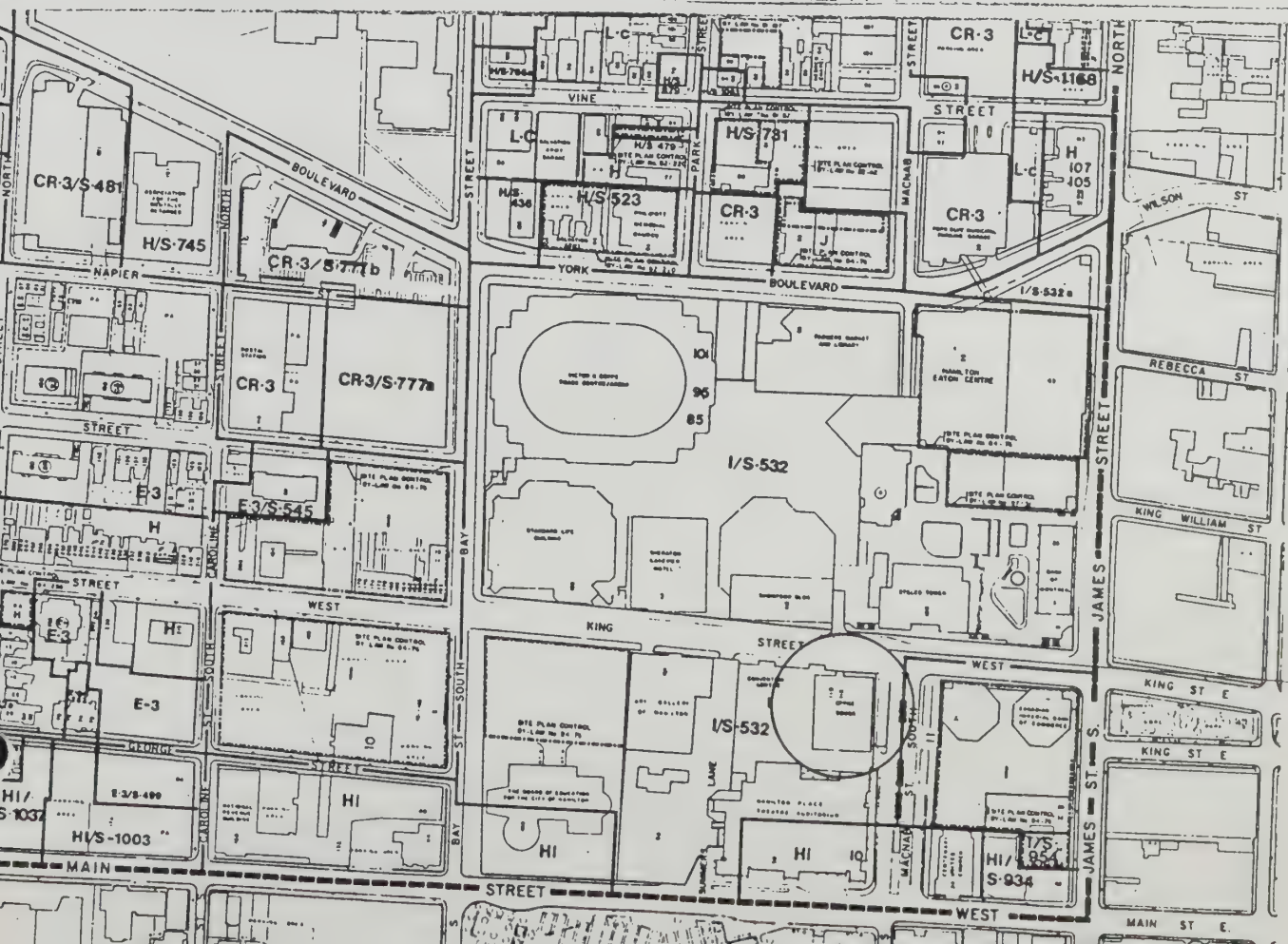
Attention: L. Friday

Attention: R. Camani

B. Calder, Director of Operations/Events Delivery, Convention Centre

B. Desnoyers, Manager of Operations, Community Services

subject
richer



CITY OF HAMILTON
- RECOMMENDATION -

8. (b.)

DATE: 1998 November 11

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
Municipal Clerk

SUBJECT: Freedom of Information and Privacy Coordinator

RECOMMENDATION:

That Mr. J. J. Schatz, Municipal Clerk or his designate be appointed Freedom of Information and Privacy Coordinator for the City of Hamilton.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:



N/A

BACKGROUND:

On February 27, 1990, City Council designated the Finance and Administration Committee as the "Head" for purposes of of Bill 49, An Act to Provide for Municipal Freedom of Information and Protection of Privacy in Municipalities and Local Boards. The Finance and Administration Committee delegated its authority under the Act to a Freedom of Information and Privacy Coordinator.

We are currently in the process of merging the City and Regional Clerk's Departments and one of the issues we are investigating is whether one Freedom of Information and Privacy Coordinator will suffice for both Corporations. However, we are faced with the current Coordinator, Mr. Darryl Lee leaving the employ of the City effective November 27, 1998 and must provide for a Freedom of Information and Privacy Coordinator in the short term.

.cc Mr. J. Bruzzese, General Manager of Corporate Services
Mr. R. Roszell, City Solicitor

-RECOMMENDATION-

9.

MEMO TO: Mrs. Susan Reeder, Secretary
Finance Committee
The Corporation of The City of Hamilton

COPY TO: Mr. J. G. Pavelka, P.Eng.
Mr. D. Powers, Law Department
Mr. M. Watson, Real Estate Division

FROM: Patricia Bennett, Secretary
H.E.C.F.I. Board of Directors

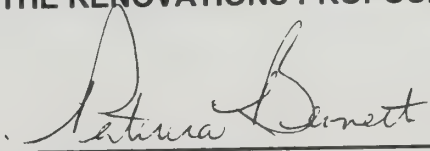
DATE: October 5, 1998

SUBJECT: **HAMILTON CONVENTION CENTRE :
RENOVATIONS TO/EXPANSION OF
THE ELLEN FAIRCLOUGH BUILDING LOBBY**

RECOMMENDATION:

THAT THE RENOVATIONS TO/EXPANSION OF THE ELLEN FAIRCLOUGH BUILDING LOBBY AS PROPOSED BY THE MINISTRY OF COMMUNITY AND SOCIAL SERVICES, PROVINCE OF ONTARIO, BE APPROVED WITH RESPECT TO THE IMPACT OF SAME ON HECFI'S ABILITY TO OPERATE AND MARKET THE HAMILTON CONVENTION CENTRE; and

THAT THE CITY'S FINANCE AND ADMINISTRATION COMMITTEE BE APPRISED OF HECFI'S CONCURRENCE WITH THE RENOVATIONS PROPOSED.


Patricia Bennett

BACKGROUND:

- The H.E.C.F.I. Board of Directors approved the foregoing recommendation at its meeting held Wednesday, September 30, 1998.

- HECFI management and staff reviewed the proposed renovations to/expansion of the Ellen Fairclough Building lobby as detailed in correspondence from Ms. Susan Goodman, Project Manager, Ministry of Community and Social Services. In order to facilitate the work proposed, the westerly wall of the lobby which borders the Convention Centre must be moved three (3) feet west and the present lobby area extended to the east to encompass the elevator lobby situated in the north east corner of the Convention Centre.
- HECFI reviewed the proposal with respect to the impact of same on the ability to operate and market the Convention Centre and have concluded that in relinquishing this space, no adverse effects will be realized. Relocation of the west lobby wall will result in the narrowing of the adjacent corridor to eight (8) feet which is still sufficient for our purposes; sharing the elevator lobby space will not impede or restrict our customers' access to the Convention Centre.

CONSENT AGENDA

FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1998 November 17th

1:30 o'clock p.m.

Room 233, City Hall

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

Minutes of the regular meeting held on Tuesday, 1998 November 3rd

B. COMMISSIONER OF PUBLIC WORKS AND TRAFFIC

Replacement of two (2) Wood Chippers, Units 9609, 9611 and One (1) Stump Cutter Unit 9616, Fleet Services

C. GENERAL MANAGER, FINANCE

Authorization to enter into extension agreements on specific properties for the payment of realty tax arrears

D. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

Information Items

Tuesday, 1998 November 3
1:30 o'clock p.m.
Room 233, City Hall

The Finance and Administration Committee met.

Present:

Alderman D. Wilson, Chairman
Alderman D. O'Sullivan, Vice-Chairman
Robert M. Morrow
Alderman D. Haining
Alderman M. Caplan
Alderman A. Horwath
Alderman B. Charters
Alderman B. Kelly
Alderman C. Collins

Also Present:

Alderman G. Copps
P. Noé Johnson, City Solicitor
J. Schatz, City Clerk
Fire Chief W. Shoemaker
G. Desjarlais, Fire Department
J. Cardwell, Fire Department
R. Salayko, Public Works and Traffic Department
C. Mascarenhas, Treasury Department
M. Watson, Real Estate Division
R. Fair, General Manager, Community Services
T. Whitehead, Mayor's Office
K. Beattie, Treasury Department
Susan K. Reeder, Secretary

A G E N D A

1. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda.. The Chairman indicated that Section B of the Consent Agenda was being withdrawn by the Clerk, as additional information was required. The Committee then approved the following:

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

The Committee was in receipt of the minutes of the regular meeting held on Tuesday, 1998 October 6th and the minutes of the special joint meeting of the City's Finance and Administration Committee and the Region's Environmental Services Committee held on Tuesday, 1998 October 20th. The Committee approved the minutes as circulated.

B. CITY CLERK - Declaration of Surplus Property – 234 Avondale Street

The Committee was in receipt of a report from the City Clerk dated 1998 October 27, respecting the above noted matter. This report was withdrawn, as noted above.

C. GENERAL MANAGER, FINANCE – Authorization to enter into extension agreements on specific properties for the payment of realty tax arrears

The Committee was in receipt of a report from the General Manager, Finance dated 1998 October 28, respecting the above noted matter..

The Committee approved the following:

- (a) That the City be authorized to enter into Extension Agreements, if required, in a form satisfactory to the Solicitor and the General Manager, Finance pursuant to Section 8 of the Municipal Tax Sales Act, with the owners of the following properties to extend the time open for payment of realty tax arrears in accordance with the policy for extension agreements approved by City Council on 1994 June 28:

298 Hughson Street North
4 Manning
26 Duncairn

- (b) That the by-law to authorize the said Extension Agreements be enacted by Council; and,
- (c) That the Mayor and City Clerk be authorized to execute the aforesaid by-law and extension agreements.

D. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE - Information Items

The Committee was in receipt of a report from the Secretary of the Finance and Administration Committee dated 1998 October 29, respecting Information Items.

The Committee approved the following:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes.

- (a) Correspondence – Minister of Municipal Affairs and Housing – Extension to the deadline for the repayment of money paid in June by the Province on municipalities behalf to the local school boards – letter dated 1998 September 30th
- (b) Information Report – General Manager, Finance – 1997 Audited Financial Statements – B.I.A.'s – report dated 1998 September 28th
- (c) Information Report- Fire Chief – Fire Department Status Report as at 1998 July 31st
- (d) Information Report – Treasurer – Status of Unclassified Revenue and Expenditures as at 1998 August 31st – report dated 1998 September 17th
- (e) Information Report – Treasurer – Status of Hosting, Receptions and Related Accounts as at 1998 August 31st – report dated 1998 September 17th
- (f) Correspondence – Solicitor General and Minister of Correctional Services – Council's recommendations regarding the Office of the Fire Marshal Implementation Report – letter received 1998 September 29th
- (g) Information Report – General Manager, Human Resources – Appointments to and Terminations from permanent positions with the Corporation of the City of Hamilton – report dated 1998 October 9th
- (h) Information Report – Fire Chief – 1997 Hamilton Fire Department Annual report – report dated 1998 October 7th
- (i) Memorandum – Director, Economic Development Department – Update Report – Hamilton Halton Home Builders Association – memo dated 1998 October 13th

- (j) Information Report – General Manager, Finance – Financials and other Budgets Status Report as at 1998 July 31st – report dated 1998 October 13th
- (k) Information Report – General Manager, Finance – Corporate Overview Status Report as at 1998 July 31st – report dated 1998 October 9th
- (l) Correspondence – Chair, Regional Organizing Committee, The Premier's Conference on Jobs and Prosperity – Ontario in the new millennium – Conference in Southern Ontario on 1998 October 22nd in St. Catharines – letter received 1998 October 14th
- (m) Information Report – Director of Planning and Development – Social and Economic Impact Study – Charity Gaming Clubs – report dated 1998 October 26th

REGULAR AGENDA

2. CORRESPONDENCE - Bay Area Restoration Council – request for funding in the amount of \$1,500 to assist in the cleaning up of the harbour watershed

The Committee was in receipt of correspondence from the Bay Area Restoration Council of Hamilton-Wentworth and Halton Regions Inc. dated 1998 September 2, respecting the above noted matter.

The Committee approved the following:

- (a) That approval be given for a City contribution in the amount of \$1,500 to the Bay Area Restoration Council to assist in the cleaning up of the harbour watershed; and,
- (b) That funding for the 1998 expenditure be financed from Centre CH24201 – Unclassified; and,
- (c) That the Bay Area Restoration Council be advised that any future requests for funding be made through the City's Grants process.

3. MAYOR ROBERT M. MORROW -Request for the City to support the resolution from Team Canada for Unity

The Committee was in receipt of correspondence from Team Canada for Unity dated 1998 August, respecting the above noted matter, and approved the following:

That the City of Hamilton endorses the People's Resolution for a United Canada proposed by the Team Canada for Unity as follows:

WHEREAS the City of Hamilton believes that Canada is a country that is second to none, enriched by the presence of the Aboriginal peoples and their cultures, graced with the vitality of the English and French languages and gifted with the diversity of multiculturalism; and,

WHEREAS the City of Hamilton believes that all Canadians are equal and all Canadian provinces have equality of status; and,

WHEREAS the City of Hamilton believes that Canada, with its existing Constitution and Charter of Rights and Freedoms, offers all of its citizens and provinces an equal opportunity to prosper and flourish. The same Constitution has enabled and must continue to enable the Province of Quebec, a fundamental and valued partner of the Canadian confederation, the opportunity to promote and protect its culture, civil law tradition and French language; and,

WHEREAS the City of Hamilton recognizes the English and French languages, Canada's two official languages, as a fundamental and enriching part of our heritage as well as an unequivocally important part of its future and that Canadians and their governments must endeavour, in a spirit of good faith, to ensure the vitality of these two official languages, and,

WHEREAS the City of Hamilton believes that Canadians and their governments must be committed to the protection and promotion of official language minority communities throughout Canada;

NOW THEREFORE BE IT RESOLVED THAT the City of Hamilton, in a spirit of friendship and in the name of unity, proudly adopts this People's Resolution for a United Canada and we hereby urge all Canadian municipalities to join us in this grassroots effort to resolve the issue of Canadian unity;

AND BE IT FURTHER RESOLVED THAT the citizens of Hamilton call upon the Government of Canada (and all Federal Parties) as well as all provincial legislatures/assemblies (and all provincial parties) to join together with municipal governments, the level of government closest to the people, to ensure that all Canadians from all provinces are consulted on the issue of national unity;

AND BE IT FURTHER RESOLVED THAT the citizens of Hamilton call upon the Government of Canada and all provincial legislatures/assemblies to ensure that continuance of a united Canada in accordance with the moral, political, legal and consitutional obligations of our nation, and we demand that the Government of Canada and all provincial legislatures/assemblies ensure that any future constitutional negotiations not lead to the breakup of our country;

AND BE IT FURTHER RESOLVED THAT this resolution be sent to the Prime Minister of Canada and the Minister of Intergovernmental Affairs, and to the Premier of Quebec, Members of the National Assembly, Members of Parliament, all Provincial Legislatures and the Federation of Canadian Municipalities.

4. GENERAL MANAGER, FINANCE

(a) Royal Canadian Legion – Branch 58 – Property Tax Relief 1998-10-26

The Committee was in receipt of a report from the General Manager, Finance dated 1998 October 22, respecting the above noted matter.

The Committee approved the following:

- (a) That the request for Property Tax relief from the Royal Canadian Legion Branch 58 for 1998 in accordance with the Policy on Tax exemption for Veteran's Associations adopted by City Council 1981 September 29, be approved in the amount of \$12,575.38; and,
- (b) That this exemption be charged to account CH 53319 24102 Property Tax Relief; and,
- (c) That this exemption reflects the third year of ten years that the policy allows for this exemption and will require applications for future years on a yearly and per need basis.

(b) Post Audit Letter – Recommendation and Comments Concerning Accounting Systems, Procedures and Controls for the year ended 1997

The Committee was in receipt of a report from the General Manager, Finance dated 1998 October 26, respecting the above noted matter and approved the following:

That the 1997 Post Audit Letter containing observations and recommendations concerning the City's accounting systems, procedures and controls and subsequent management action be accepted.

5. **CITY CLERK - Lease - 50A Jackson Street West, Canadian Football Hall of Fame Building to the Hamilton Public Library**

The Committee was in receipt of a report from the City Clerk dated 1998 October 21, respecting the above noted matter.

The Committee approved the following:

- (a) That the Corporation of the City of Hamilton enter into a lease at 50A Jackson Street West with the Hamilton Public Library for a five (5) year period commencing 1998 December 1; and,
- (b) That the lease for the above space contain the following terms and conditions:
 - (i) Premises: The leased premises are located in the basement of 50A Jackson Street West, and comprises 1,240 square feet (formerly occupied by the Hamilton Press Club) and is to be used as storage space; and,
 - (ii) Term: Five (5) year term commencing on 1998 December 1; and,
 - (iii) Rent: \$6.50 per square foot (net) \$8,060 per annum, \$671 per month; and,
 - (iv) Leasehold Improvements: The Hamilton Public Library will be responsible for all leasehold improvements; and,
- (c) That the Mayor and Clerk be authorized and directed to execute a short term Lease Agreement in a form satisfactory to the Solicitor.

6. **FIRE CHIEF**

(a) **Requested Report - Fire Underwriters Survey**

The Committee was in receipt of an information report from the Fire Chief dated 1998 October 20, respecting the above noted matter.

Discussion ensued on this, and the Fire Chief indicated that the estimated cost for an actuarial assessment to be conducted by the Fire Underwriters would be \$5,000. It was agreed that this amount could be funded from the Fire Department's Current Budget.

The Committee then approved the following staff direction to the Fire Chief:

- (a) That the Fire Chief be directed to request the Actuarial Division of the Fire Underwriters Survey to perform an actuarial assessment and analysis of the insurance implications of the City of Hamilton moving from a Fire Underwriters Survey (FUS) Grade 2 to a FUS Grade 1 or FUS Grade 3; and,

- (b) That the estimated cost of \$5,000 for an actuarial assessment to be conducted be funded from the Fire Department's Current Budget.

(b) **Requested Report - Hamilton Fire Department Staffing / Safety Issues**

The Committee was in receipt of an information report from the Fire Chief dated 1998 October 20, respecting the above noted matter.

Considerable discussion ensued on this matter with respect to response time, fire service/ambulance responses, and percentage of fire calls which are medically related. It was noted that staff will be coming forward at a future meeting with a Plan on Fire Service/Ambulance.

The Committee then agreed to receive the report of the Fire Chief on "Hamilton Fire Department Staffing/Safety Issues" dated 1998 October 20th, and further that this report be referred to the new Fire Chief and to the Committee reviewing fire responses.

(c) **Purchase of Two (2) Triple Combination Pumpers and One (1) Rescue Unit**

The Committee was in receipt of a report from the Fire Chief dated 1998 October 22, respecting the above noted matter.

The Committee approved the following:

- (a) That a purchase order be issued to Almonte Fire Trucks Ltd., Carleton Place, Ontario, in an amount not to exceed \$1,257,936.94 including all applicable taxes, for the supply and delivery of two (2) Triple Combination Pumpers and one (1) Rescue Unit, in accordance with the specifications issued by the Purchasing Division and the vendor's tender. This bid is the lowest acceptable bid received; and,
- (b) That the Mayor and Clerk be authorized and directed to execute the above mentioned contract in a form satisfactory to the Solicitor; and,
- (c) That the shortfall of net cost after GST rebate and trade-in/disposal of the vehicles in the amount of \$117,000 (\$1,700,000 less \$1,053,000 as authorized in the 1998 Capital Budget) be financed by a transfer of funds from Current Budget Account CH 54110 - 48005; and,
- (d) That the Account Centre CF 489851036 Vehicle/Apparatus Replacement be revised from \$1,053,000 to \$1,170,000 noted above as authorized cost; and,
- (e) That this expenditure be charged to Capital Account CF 5531 489851036 - Vehicle/Apparatus Replacement.

7. **IN CAMERA AGENDA**

The Committee then moved to an In Camera session to discuss matters of a Private and Confidential nature.

The Committee then moved back into regular session and approved the following:

AA. COMMISSIONER OF PUBLIC WORKS AND TRAFFIC – Awarding of Contract – Claims Adjusting Services

That Bannatyne & Company provide the City of Hamilton and HECFI with claims adjusting services being the lowest of (4) four tenders received in accordance with the specifications issued by the Purchasing Section, Ref. C16-3198, and to be financed through the Damage Claims Account CH55296 24130.

Hourly Rate	\$50
Office Expense	10%
Mileage/km	\$0.3
Photographs/ea.	\$1

8. OTHER BUSINESS

SCHOOL BOARD POSITION ON SCHOOL CLOSURES

Discussion ensued with respect to the recent decision of the Hamilton District School Board on Provincial downloading and school closures. The Committee approved the following:

- (a) That the City of Hamilton fully supports the stand taken by the School Board on school closures; and,
- (b) That the City continue to work closely with the School Board on Provincial downloading issues; and,
- (c) That the Region be requested to support this position.

BURN TRAUMA UNIT

The Committee discussed the possible move of the Burn Trauma Unit presently located at the Hamilton General Hospital. The Committee approved the following:

That the City advise the Hamilton Health Sciences Corporation that it supports the Burn Trauma Unit remaining at the Hamilton General Hospital.

REPAYMENT OF A LOAN UNDER A COMMUNITY IMPROVEMENT LOAN PROGRAMME

Alderman Horwath made reference to a situation in her ward where a constituent is faced with exorbitant interest payments on a loan taken out under a Community Improvement Loan Programme. The Committee agreed that staff should review this situation.

CITY'S REPRESENTATIVE ON THE HAMILTON HYDRO COMMISSION

Alderman Charters spoke to the Committee with respect to the Provincial changes made under The Energy Act, and its effect on the Hamilton Hydro Commission. In this regard, the Committee approved the following for presentation to the Special meeting of City Council scheduled for 1998 November 3rd:

- (a) That the City Manager, or his designate, be appointed as the City's representative on the Hamilton Hydro Commission, for no longer than two years; and,
- (b) That the citizen applicants for this position be advised of this decision prior to this Thursday's scheduled interviews.


HARBOUR – UPDATE

Alderman Charters spoke to the Committee with respect to the Letters Patent. He indicated that Windsor and Toronto also have some concerns and that they will also be involving FCM in this regard. The Committee received this update for information.

9. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,


Susan K. Reeder
Secretary
1998 November 3

ALDERMAN D. WILSON, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE

B.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1998 November 4

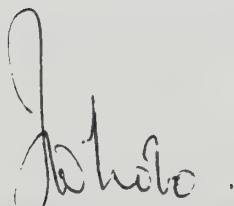
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. D. Lobo
Commissioner of Public Works and Traffic

SUBJECT: Replacement of Two (2) Wood Chippers, Units 9609, 9611 and
One (1) Stump Cutter Unit 9616, Fleet Services.

RECOMMENDATION:

That a purchase order be issued to Allan Fyfe Equipment Ltd., Concord, Ontario in the amount of \$132,353.50 including all applicable taxes for the purchase of two (2) Wood Chippers units 9609 and 9611 and, one (1) Stump Cutter unit 9616 for Fleet Services being the lowest of two tenders received in accordance with specifications issued by Purchasing and Vendor's tender and be financed through the Reserve for Mobile Equipment Account Number CF5532 649851037.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

This vehicle acquisition is for the replacement of existing equipment through the 1998 Fleet Services vehicle replacement programme, as approved by City Council on May 14, 1998. The capital acquisition costs are carried within the Reserve for Mobile Equipment Account.

BACKGROUND: Tender Analysis

	Wood Chippers	Stump Cutter
Allan Fyfe Equipment, Concord,	\$75,072.00	\$57,281.50
Vermeer Sales & Service, Rexdale	84,744.26	58,949.00

Six suppliers were notified. Two responded and four did not reply.

These vehicles will replace existing equipment rendered obsolete by the criteria established within the vehicle replacement programme and will not increase the Fleet compliment. Units being replaced will be disposed of at a future auction.

DM/DL

cc: C. Guthro, Manager of Fleet Services
J. Avery, Supervisor of Purchasing
D. Manningham, Vehicle Acquisition Officer
L. Barker, Administrative Co-ordinator

C.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 10 November, 1998

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
General Manager, Finance

SUBJECT: Authorization to enter into extension agreements on
specific properties for the payment of realty tax arrears

RECOMMENDATION:

- (a) That the City be authorized to enter into Extension Agreements, if required, in a form satisfactory to the Corporate Counsel and the General Manager, Finance pursuant to Section 8 of the Municipal Tax Sales Act, with the owners as outlined in Schedule "A" to extend the time open for payment of realty tax arrears in accordance with the policy for extension agreements approved by City Council on June 28, 1994:
- (b) That the attached by-law to authorize the said Extension Agreements be enacted by Council.
- (c) That the Mayor and Municipal Clerk be authorized to execute the aforesaid by-law and extension agreements.

Allan C. Ross.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The execution of the by-law and agreements, where required, will defer the City's right to sell the lands for tax arrears for a maximum period of 24 months; however, the City will be in receipt of regular monthly payments towards current and prior years arrears over the term of the agreements.

BACKGROUND:

Section 8 of the Municipal Tax Sales Act provides that the municipality, by a by-law passed after the registration of the tax arrears certificate and before the expiry of the one-year period for redemption, may authorize an extension agreement with the owner of the land extending the period in which the cancellation price is to be paid. On June 28, 1994, in accordance with this legislation, Council approved a policy authorizing the City to enter into extension agreements with taxpayers providing certain conditions were met.

The owner of a property which has been registered for tax arrears may request the City to consider an extension agreement at any time up to and including the final day on which the redemption period expires. Administratively, there may not be sufficient time to obtain the necessary Council approval of the by-law prior to this deadline. Accordingly, staff are requesting advance authorization for the City to enter into extension agreements, if necessary, with the owners of the above specific properties providing they meet the conditions outlined in the policy adopted by Council on June 28, 1994.

In certain instances when all of the conditions in the extension agreement policy are not met the Treasurer should be allowed the latitude to recommend an extension agreement be entered into if it is deemed to be in the best financial interest of the municipality. Under these circumstances a separate report would be provided to the Committee for deliberation and approval.

During the initial months of this repayment option it has been ascertained that operational time constraints, e.g. writing of reports, council approvals, make it necessary to have the authorization to enter into these extension agreements pre-approved. Accordingly, in the month that the legislated final notices for the tax registration process are mailed out (280 days from the registration date), a listing of all those properties for which the owners may wish to enter into an extension agreement will be forwarded to Committee and Council for approval. Owners who show an interest in entering into an extension agreement with the City prior to the mailing of the final notices, will be added to the monthly reports required.

/WDD

SCHEDULE "A"
EXTENSION AGREEMENTS

1) PROPERTY ADDRESS
SERIAL NUMBER
REDEMPTION DATE

760 Knox
05 04030 2900
September 29, 1999

THE CORPORATION OF THE CITY OF HAMILTON

BY-LAW NO.98-

TO AUTHORIZE AN EXTENSION AGREEMENT

FOR PAYMENT OF REALTY TAX ARREARS

WHEREAS the Municipal Tax Sales Act, R.S.O. 1990, c.M.60, (hereinafter referred to as the "Act"), states that the Council of a municipality may, by by-law, authorize an Extension Agreement with the owner of land in arrears of realty taxes in excess of three (3) years after the registration of a Tax Arrears Certificate and before the expiry of the one year redemption period;

AND WHEREAS the Municipal Tax Sales Act (section 8) states that the said Extension Agreement may extend the period of time, upon the terms specified therein, within which the Cancellation Price is to be paid;

AND WHEREAS, pursuant to the Municipal Tax Sales Act, the Treasurer did register a Tax Arrears Certificate indicating arrears of realty taxes in excess of three (3) years on the lands described in Schedule "A" annexed hereto,

AND WHEREAS, the said land is recorded by The Corporation of the City of Hamilton under the specific Tax Roll Serial Nos. indicated in Schedule "A" annexed hereto.

AND WHEREAS, The Owners of the lands described in Schedule "A" have requested that the City exercise its discretion to pass a bylaw to authorize an Extension Agreement to extend the period of time in which the Cancellation Price may be paid.

AND WHEREAS the one year period within which this by-law may be enacted will therefore expire on the days described as the redemption date of Schedule "A" attached hereto.

NOW THEREFORE the Council of the Corporation of the City of Hamilton enacts as follows:

1. (a) The time open for acceptance and the permitted payments of the Cancellation Price beyond the expiry of the said one year redemption period as set out in Schedule "A" are hereby authorized to be extended pursuant to an Extension Agreement.

(b) The owner of the land described in Schedule "A" may, on or before the redemption date, enter into the Extension Agreement with The Corporation of the City of Hamilton, and the Mayor and City Clerk are hereby authorized to execute the Extension Agreement on behalf of the City.
2. As provided in the Municipal Tax Sales Act, notwithstanding any other provision of this Extension Agreement, it is understood and agreed that while the Extension Agreement remains a subsisting agreement in good standing:

- (a) that the Extension Agreement does not reduce the amount of the Cancellation Price.
 - (b) that the Extension Agreement does not prohibit any person from paying the Cancellation Price at any time.
 - (c) that any person may pay the Cancellation Price at any time.
 - (d) that the Extension Agreement terminates upon payment of the Cancellation Price by any person.
 - (e) that the Extension Agreement shall cease to be considered a subsisting Extension Agreement for purposes of section 9(2) of the Act, when and under what conditions set out in the Extension Agreement.
3. As also provided in the Municipal Tax Sales Act,
- (a) while such Extension Agreement is in good standing, the period of such time shall not be counted in calculating the time within which the Cancellation Price may be paid.
 - (b) upon default by owner in complying with the Extension Agreement or any term thereof, the Extension Agreement shall cease and, (unless there remains time within which the Cancellation Price may be paid and is paid), the land shall be offered for sale by the Treasurer.

PASSED this 24th day of November 1998, A.D.,

MUNICIPAL CLERK

MAYOR

CITY OF HAMILTON
-RECOMMENDATION-

D.

DATE: 1998 November 9th

REPORT TO: Alderman D. Wilson, Chairman & Members,
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary,
Finance and Administration Committee

SUBJECT: Information Items

RECOMMENDATION:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Correspondence – Larry Staples, Secretary, Hamilton Professional Fire Fighters Association - request that negotiations for 1997, 1998 and 1999 Collective Agreements resume – letter dated 11998 October 30th
- (b) Information Report – General Manager, Community Services Division – Report of the Interest Arbitration between the Corporation of the City of Hamilton and the Hamilton Professional Firefighters Association re: the 1996 Collective Agreement – report dated 1998 October 29th

Susan K. Reeder.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The above-noted documents have been sent out to members of the Committee and the applicable staff for information purposes, and are being formally presented to the Committee in order to be officially received. Approval of this recommendation to receive these documents will ensure that the circulation procedure followed for these matters is recorded.

C44 ON HBL A05
C51F31
1998

**URBAN
MUNICIPAL**



Urban/Municipal Library

URBAN MUNICIPAL

DEC 7 1998

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1998 December 1st

1:30 o'clock p.m.

Room 233, City Hall

GOVERNMENT DOCUMENTS



Susan K. Reeder, Secretary

Finance and Administration Committee

AGENDA

1. **CONSENT AGENDA**

2. **GENERAL MANAGER, FINANCE**

- (a) Information Report - Realty/Business Tax Arrears & Collection Procedures
- (b) Write-off of Outstanding Business Taxes
- (c) Funding - Rosedale Tennis Club
- (d) Account Write-off and Provision
- (e) Corporate Overview as at 1998 September 30th (copy to follow)
- (f) Property/Taxation System

3. **GENERAL MANAGER, COMMUNITY SERVICES DIVISION**

Requested Information Report - Deregulation of the Ontario Electrical Industry

4. **REFERRALS FROM CITY COUNCIL**

- (a) Correspondence – Mayor Mel Lastman, Metro Toronto regarding homelessness
- (b) Petition – Opposition to the new Smoking By-law

5. **IN CAMERA AGENDA**

6. **OTHER BUSINESS**

7. **ADJOURNMENT**

CITY OF HAMILTON
- INFORMATION -

2. (a.)

DATE: 1998 November 20

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
General Manager, Finance

SUBJECT: Realty & Business Tax Arrears and Collection Procedures

BACKGROUND:

This report has been prepared in previous years to advise the Committee of the status of business and realty tax arrears as at June 30 of each year and to evaluate the effectiveness of revisions to collection procedures and policies which have been implemented to date.

There have been a number of changes introduced in 1998 which have affected the billing and collection of taxes. The Province of Ontario implemented a new method for assessing properties (current value assessment) and passed Legislation which eliminated the levy of a business occupancy tax. As a result of these changes and the impact of Provincial downloading of costs, the City of Hamilton was required to make revisions to the tax billing system and the instalment due dates. In 1997, realty taxes were due on the last working day of February, March, June and September and business taxes were due in February and May. In 1998, a pre-levy of property taxes (formerly business and realty taxes) was made in February and March. The third and fourth instalment billings for residential taxpayers were delayed until September and November. The final instalment of commercial and industrial taxes for 1998 has not yet been billed pending further Legislation regarding the capping of tax increases resulting from current value assessment.

As a result of the above changes, a comparison of the status of tax arrears as at June 30, 1998 with prior years arrears is no longer valid. However, this report will provide an update on the status of tax arrears as at December 31 for the past 5 years as well as an overview of the status of tax registration procedures, business tax collections and changes which have been implemented to date to current collection procedures.

PART "A" - STATUS OF REALTY AND BUSINESS TAX ARREARS

As indicated above, statistical comparisons of tax arrears for the year 1998 are not available; however, the following is a comparison of the overall status of realty and business tax arrears **as at December 31st for the period 1993 to 1997 inclusive.**

	<u>1993</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>
Realty Tax Arrears	<u>\$57.2M</u>	<u>\$59.5M</u>	<u>\$59.6M</u>	<u>\$55.3M</u>	<u>\$49.4M</u>
% Increase/Decrease	15.6%+	4.0%+	0.8%+	.7.2%-	11.9%-
Business Tax Arrears	<u>\$7.0M</u>	<u>\$6.4M</u>	<u>\$6.2M</u>	<u>\$5.2M</u>	<u>\$5.2M</u>
% Increase/Decrease	14.8%+	8.6%-	3.1%-	16.1%-	0%-
Total Arrears	<u>\$64.2M</u>	<u>\$65.9M</u>	<u>\$65.8M</u>	<u>\$60.5M</u>	<u>\$54.6M</u>
% Increase/Decrease	15.5%+	2.6%+	.15%-	8.1%-	9.8%-

You will note from reviewing this analysis that realty and business tax arrears have been reduced substantially over the past 5 years. Overall, the total arrears in 1997 were reduced by \$5.9M or 9.8% from the amount outstanding in 1996.

Realty Tax Arrears

Our past analysis of realty tax arrears, which are secured against the property, indicated that a small number of large accounts represent a large share of the total realty taxes outstanding. In 1997, for example, 2,008 properties representing only 14.5% of all of the properties with tax arrears owed \$ 35.4M or 57.2% of the total outstanding. We are continuing to focus collection efforts towards these larger accounts. Over the past few years, there has also been a need to place more emphasis on collections on properties which are or will be subject to tax registration procedures, and this has been done. Some of these larger accounts are gradually being settled through the use of extension agreements, refinancing arrangements initiated through the tax registration process, and tax sales by the City.

From January 1997 to January 1998 the number of properties subject to registration decreased from 1,581 to 1,437, a decrease of 144 properties or 9.1% from the prior year. As at October 31, 1998 as a result of ongoing payments and payment arrangements, 210 properties remained subject to the tax registration process. At the time of this report,

140 properties had been registered in 1998 for tax arrears under the provisions of the Municipal Tax Sales Act. During 1997, 163 properties were registered through this process and to date 108 of these have been paid in full. It is forecasted that tax arrears certificates could be registerable on the titles of over 200 properties in 1998 unless sufficient payment is received or acceptable payment arrangements are arrived at before the registration date.

Presently there are 52 properties which have not been redeemed within the one year period. Extension agreements have been processed on 24 of these properties and the remaining 28 properties are being reviewed to confirm proper procedures have been followed. The properties will then be offered for sale for tax arrears by tender in accordance with the Municipal Tax Sales Act unless paid off in full. Since 1989, 36 properties have been sold for tax arrears. Of these, 5 have been owner occupied residential properties. The remaining properties were vacant land, tenanted or unoccupied buildings. Current collection procedures allow the property owner every opportunity to make payment over the three year period prior to registration, and the Treasury Department is prepared to accept reasonable payment arrangements and register the property only as a last resort. After the property is registered, the taxpayer has the opportunity to enter into an extension agreement for payment of the arrears in instalments or redeem the property by making payment in full at any time prior to the sale.

Business Tax Arrears

As indicated previously, the Province introduced Legislation which eliminated the levy of a business occupancy tax commencing in 1998. The amount of business tax arrears outstanding as at December 31, 1997 amounted to \$5.2M. The balance outstanding as at October 30, 1998 has been reduced to \$3.2M. Of that total, approximately \$1.9M has been assigned to either the Bailiffs or the Financial Collections Agency for collection action. A further \$670,000 of the outstanding amount earmarked for write off is submitted to the Committee for approval elsewhere in this agenda. The balance of the accounts are at various stages involving appeals, bankruptcy proceedings, legal action, payment arrangements, etc.

On October 8, 1996, City Council approved the hiring of 2 bailiffs to assist in the collection of business tax arrears. As noted in previous reports to the Committee, for the purpose of collection of insolvent accounts, the City's status is that of an unsecured creditor. Accordingly, the City's claim is satisfied after the Federal and Provincial Governments

(Income Tax, Sales Tax, Worker's Compensation, etc.) any claims for wages owed employees and any secured creditors. By utilizing the services of a bailiff, the City can elevate its position to that of a secured creditor which effectively gives the City a priority in claims over most creditors thereby improving the collectibility of most business tax accounts.

In total, approximately 700 warrants have been issued to the Bailiffs since the inception of the program. Of that total, 550 accounts have been either paid or returned to the City for further processing due to business closures, bankruptcies, or other similar reasons. The Bailiffs have been successful in collecting approximately \$1,054,000 of the collectible accounts assigned to date. On several occasions we have been able to secure payment on difficult accounts with significant arrears after authorizing the bailiff to proceed with the removal of goods and chattels. Attendance by the bailiff on site allows for direct contact with the delinquent taxpayer and provides the bailiff with an opportunity to make a better assessment of the taxpayer's ability to pay. Our experience has shown that the use of the bailiffs to collect outstanding business tax arrears is a very effective means of collection.

Prior to 1994, business tax arrears were increasing at a rate not seen in recent history. Increased numbers of business closures, bankruptcies and a general economic sluggishness were contributing factors in this regard. Business tax write-offs were \$1,259,000 in 1995, and \$1,392,000 in 1996 and \$1,437,000 in 1997. Including the list of accounts submitted to the Committee in December 1998 for approval, total write offs for the year 1998 will amount to approximately \$1,100,000. It should be noted that approximately 75% of the amounts written off are recoverable from the Region and the Boards of Education.

Also included in the arrears at December 31, 1997 were appeals under Section 442 of the Municipal Act which were outstanding with the Assessment Review Board. The majority of these accounts are out of business and have been overbilled for taxes in 1997. These adjustments will be made to the tax remission account and approximately 75% will be recovered from the Region and School Boards.

PART "B" - EVALUATION OF REVISED COLLECTION POLICIES/PROCEDURES

A number of revisions recommended to the Committee over the past four years have been incorporated into the City's collection procedures. Some of these recommendations have not yet been fully implemented given staff reorganization, changes to internal processes and systems procedures within the Department and the extraordinary challenges to staff resulting from the implementation of the Current Value assessment System.

Attached are Exhibits "A" and "B" which summarize the City of Hamilton's approved collection procedures for realty and business taxes prior to 1998. While these procedures have been generally followed in 1998, certain processes and proposed revisions to the procedures may have not been implemented as this has not been a normal business year. Significant changes have been required to the existing tax system and in the customer service area to accommodate current value assessment and these matters have been given absolute priority.

The tax system has been modified to provide for, among other things, the design of a new tax bill, changes to the instalment due dates, phase-in calculations and the tax relief programs approved by Regional Council. In the customer service area, changes were made to the telephone call distribution system to provide more automated information to taxpayers and increase the number of agent lines available to handle the large volume of calls. Additional staff was assigned to the telephones and the taxation counter to deal with the numerous enquiries from the public. In addition, staff have been required to recalculate and revise hundreds of tax accounts relating to changes in current value assessments due to Minutes of Settlement documents approved by the Provincial Assessment Office.

While staff have been successful in modifying the existing tax system to meet the current requirement of CVA, it is recognized that a new tax system is required in the long term to address the many changes that have been made in the billing, collection and administration of taxes as a result of new Legislation. We are continuing to investigate alternatives in this area. We are also continuing our efforts towards a more personal approach and communication with taxpayers in arrears in order to make a better assessment of their financial situation and determine the proper course of action.

PART "C" - LONG TERM SOLUTIONS, PLANS FOR REORGANIZATION AND LEGISLATIVE CHANGES EFFECTIVE JANUARY 1, 1998

As mentioned previously, the City of Hamilton is in need of a new taxation system. We are continuing to make improvements to the existing system to accommodate our current requirements which have been primarily related to changes resulting from CVA. The Treasury Department has also discussed plans for a reorganization of the taxation and sundry revenue areas to accommodate improvements in revenue administration, arrears collections and customer service areas.

With the results of the special project effort on arrears, implementation of anticipated computerized enhancements and restructuring, it is projected that our long term objectives of more efficient tax collections and improved customer service will be achieved. The implementation of a computerized "point of sale" system in 1998 has enhanced the processing of payments in the revenue and taxation area.

Through the introduction of Legislative changes, the Province amended the manner in which properties are assessed and taxed across the Province effective January 1, 1998. With the elimination of a business tax levy, the most administratively burdensome source of revenue for municipalities has been absorbed by an expanded realty tax levy. Along with these Legislative adjustments, the manner in which business is conducted in the taxation section and the staff requirements will have to be addressed.

The technical changes required to continue running the existing taxation system are being addressed as part of the CVA (Current Value Assessment) project. Staffing from existing Treasury and Information Systems complements have been assembled to refit the taxation system to accommodate the new requirements. That same project has also been utilized to complete other systems updates to accommodate current value assessment changes affecting the tax billings and provide enhanced customer service in such areas as the delivery of "Treasurer's Tax Certificates". Efficiency enhancements, to include online updating for tax adjustments, data storage and retrieval will also be reviewed.

We continue to believe that a new tax system is required to resolve these issues on a long term basis. Staff will be calling for proposals shortly and an evaluation will be made to determine which system is most suitable to meet our needs.

Conclusion

The rate of growth in the level of tax arrears has stabilized over the past 5 years and overall, tax arrears decreased by \$ 5.9M or 9.8% for the period December 31, 1996 to December 31, 1997. The implementation of revised collection procedures and co-ordinated efforts with other departments, along with the partial reorganization of staff in the collection area, has had a positive impact on the level of arrears and has resulted in savings in the costs of agency collection fees. Further savings have been realized through the increased use of bailiffs to assist in the collection of delinquent accounts.

It is important that we continue to review our procedures on a regular basis and make recommendations to further improve our effectiveness in the collection of these accounts, enhance customer service and decrease our overall costs.

As the result of the numerous changes in Legislation introduced by the Province of Ontario, 1998 has been a most difficult and challenging year. I would like to thank and acknowledge the efforts and co-operation of staff over the past several months in implementing changes to the tax system resulting from CVA and in responding positively to the exceptional demands placed on the customer service area of the Department.



TWD:jc
Att's

c.c. Rand Roszell, Corporate Counsel

CITY OF HAMILTON
TREASURY DEPARTMENT

REALTY TAX COLLECTION PROCEDURES

1. Realty tax instalment bills are forwarded to the owner or agent of each taxable property in the first weeks of February, March, May and September. The taxpayer has the option in February and May of paying two instalments at once thereby taking advantage of a prepayment discount offered by the City. Alternatively the instalment due dates are the last working days of February, March, June and September.
2. Throughout the year any arrears carried forward from previous current year instalments or outstanding balances from previous years are shown on the tax bill as arrears and included in the total amount due.
- * 3. Personalized letters from the Treasurer or Tax Collector are forwarded in July of each year to all property owners with outstanding accounts in excess of \$20,000.
4. In December of each year reminder notices are sent out to the assessed address and the most recent change of address shown on the City's tax records, for all amounts outstanding greater than or equal to \$25.
- *5. All accounts that will become two years in arrears in January of the following year are sent notices in November of the current year advising of the potential for tax registration procedures on the property.
6. All accounts that will become three years in arrears in January of the following year are sent notices in November of the current year with respect to pending tax registration procedures. The owners are advised to pay that portion of the tax that would become three years in arrears in January.
7. Consideration/use of rent attornment in circumstances where taxes are outstanding and rent continues to be paid to the landlord. Consider the use of bailiffs for the collection of outstanding realty taxes on accounts on commercial/industrial properties where other collection procedures may not be appropriate or adequate to effect payment of the account.
8. In January all of those properties that have become three years in arrears and have made no arrangement with the Tax department to remit payment on the account are again notified of the situation. At this point they are advised that the City will proceed to register the property for tax arrears, should no payment be made or arrangement agreed upon.

9. A final notice in the form of a personalized letter from the Treasurer or Tax Collector will be forwarded to the assessed owner prior to the registration of the tax arrears certificate. Prior to the expiration of the one year redemption period, the owner has the opportunity to enter into an "extension agreement" with the City which provides for the payment of all outstanding arrears over a maximum two year period.
10. Once the tax arrears certificate is registered on the property the owner(s) has one full year from date of registration to make payment on the taxes in full. During that year all interested parties as registered on the title of the property, the Sheriff's office and tenants according to the assessment roll are notified of the existing tax arrears certificate on the property.
11. After the one year redemption period expires the file is forwarded to our Law Department to ensure compliance with respect to notification as specified by the act. Once the Law Department verifies that the requirements of the Act have been carried out they advise the Tax section to proceed with the sale of the property.
12. The property is sold and upon completion of the sale the tax arrears are paid from the proceeds and the balance is forwarded to the court. Any balance remaining after the court satisfies any other lien holders on the property can be recovered by the original owner after their application to the court.

* Recommended revisions to collection procedures not implemented to date. Presently being undertaken at \$50,000 level.

CITY OF HAMILTON
TREASURY DEPARTMENT

BUSINESS TAX COLLECTION PROCEDURES

1. During the first weeks of February and May of each year, business tax bills for the pre-levy and levy instalments are forwarded to each business tax account as they appear on the most recently returned assessment roll. These bills are due on the last working day of the month in which they are levied.
2. Staff will attempt to make personal contact by telephone with the business taxpayers having outstanding accounts in excess of \$5,000. in an effort to collect these accounts or make satisfactory arrangements.
3. Fifteen days after the due date a "final notice" is forwarded to each business tax account that remains outstanding.* Accounts with prior years' arrears which have been previously assigned to a bailiff or collection agency will not receive a "final" notice. For these accounts, the collection agency will receive an updated accounting of the balances owing and revised warrants will be issued to the bailiffs.
4. Fifteen days after the "final notice" is issued for the February pre-levy, warrants are issued to the bailiffs for all accounts that are in arrears in excess of \$ 2,000**. **The** bailiffs will notify the City of any accounts which are out of business in order that staff can take the appropriate action including forwarding the account to the collection agency if further collection action is required.
5. All other accounts that are not paid, confirmed out of business, or have entered into an acceptable payment arrangement are forwarded to the collection agency on the "special program" in the first week of the month following the sending of the "final notice". During the next thirty day period each account on the program receives a notice from the collection agency and are contacted by phone.
6. The outstanding balances from the pre-levy billing are included in the May levy billing and appear as arrears on those bills with a message indicating that arrears are to be paid to the bailiff or the collection agency.
7. A final notice will be issued fifteen days after the levy due date for those accounts with no previous arrears. * A final notice will not be issued to those accounts with outstanding arrears. For those accounts, the collection agency will receive an updated accounting of the balances owing and revised warrants will be issued to the bailiffs.

Fifteen days after the "final notice" is issued for the May levy, warrants will be produced and issued to the bailiffs for all accounts that are in excess of \$ 2,000. The bailiffs will notify the City of out of business accounts in order that staff can take the appropriate action including collection action if appropriate. The balance of the outstanding accounts which are less than \$ 2,000 will be forwarded to the collection agency on the " special program".

8. Following the July "special program", a reconciliation of accounts collected and outstanding is computed and the outstanding accounts are redirected to the collection agency for regular collection. At this juncture the collection agency works the accounts until:
 - a) They are collected.
 - b) It is confirmed that the business has ceased operation at this address, thereby requiring a tax appeal.
 - c) The agency recommends legal action and requested permission to proceed with same.
 - d) Alternate payment arrangements (e.g. post-dated cheque) are agreed.
 - e) The agency recommends the account be written off as uncollectible.
9. As accounts are processed through the tax or assessment appeal systems, credits are applied to the accounts in accordance with the direction of the respective authoritative bodies.
10. As they are approved by City Council credits are applied to the accounts for recommended write offs.
11. ***Where prior Committee approval cannot be obtained due to time constraints, Treasury staff be authorized to settle outstanding business tax accounts where a distraint has taken place and settlement is deemed to be in the best financial interests of the City, subject to a subsequent report to the Committee outlining the details of the settlement.**

* Approved by City Council in 1998.

** \$2,000 level recommended in separate report.

CITY OF HAMILTON
- RECOMMENDATION -

2. (b.)

DATE: 1998 November 20

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
General Manager, Finance

SUBJECT: Write off of outstanding business taxes

RECOMMENDATION:

That outstanding business taxes in the amount of \$670,838.07 be written-off in accordance with Section 441 of the Municipal Act, R.S.O. 1990 and charged to account CH53401 24106, Tax Write-offs.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The City's share of write-off amounts to approximately \$167,700. The balance will be recovered from the Region and the Boards of Education.

BACKGROUND:

This report summarizes outstanding business taxes in the amount of \$670,838.07 which are deemed to be uncollectible and are being recommended for write-off. The accounts are classified as accounts which have been assigned to a collection agency; accounts which have been assigned to a bailiff; accounts which are bankrupt and administered by a Public Trustee for which a final discharge has been received or for which the City has filed proof of claim; accounts which have been incorrectly assessed and the deadline for appeal has expired. For your information this is the second write-off presented by the Treasury Department for approval in 1998 which brings the total write-offs to date in 1998 to \$1,168,954.86. In 1997, City Council approved a total of \$1,213,952.76 in business tax write-offs.

A copy of the schedule listing the details of these Write-Offs is available to Members of Council on a Private and Confidential basis from the Committee Secretary.

cc: R. Roszell, Corporate Counsel

CITY OF HAMILTON
- RECOMMENDATION -

2. (c.)

DATE: 1998 November 20

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
General Manager, Finance

SUBJECT: Rosedale Tennis Club

RECOMMENDATION:

That an amount of \$11,900 representing utility arrears owing by the Rosedale Tennis Club from 1984 be written off and charged to Account CH 15401, Write Offs.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

As above.

BACKGROUND:

Section 10 of the Eleventh Report of the Parks and Recreation Committee adopted by the City Council held 1998 November 10th indicated that the utility arrears (of \$11,900) be forgiven. This amount should therefore be written off against the Corporate account established for such purposes.

It has also been recommended that no further action be taken with respect to the recovery of the \$100,000 interest free loan to the Rosedale Tennis Club. Accordingly, the Reserve for Contingency will not receive the credit for the recovery of this loan which was to be made from the proposed leaseback arrangement.

The details in relation to the above are outlined in the letter of Ross L. Fair, General Manager, Community Service Division dated 1998 October 23rd.

NRA:jc


c.c.: Ross L. Fair, General Manager
Rand C. Roszell, Corporate Counsel

CITY OF HAMILTON
- RECOMMENDATION -

2. (d.)

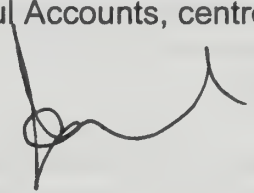
DATE: 1998 November 20

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM:  Allan C. Ross
General Manager, Finance

SUBJECT: Account Write Off and Provision

RECOMMENDATION:

- (a) That the Jamesville Business Improvement Area liability of \$4,532.13 be written off against the Reserve for Allowance for Doubtful Accounts, centre number 00131.
 - (b) That GST taxes and interest payable with respect to the disallowance of the claim for a rebate on the Expense Allowance of Municipal Officers and the Local Grant, in the amount of \$28,577.38 plus interest, be charged against the Provision for Reserve for Contingency, centre number 00115.
 - (c) That the Usarco spill cleanup costs of \$78,100.08 be written off against the Reserve for Allowance for Doubtful Accounts, centre number 00131.
- 

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Narrative discussion follows under "Background".

BACKGROUND:

- (a) Jamesville Business Improvement Area

A business improvement area (B.I.A.) may be established in a certain district or area, at the request of business people/property owners within a specific geographical boundry. A levy is calculated on that area to manage that particular B.I.A. However, according to the Municipal Act, Section 220, R.S.O. 1990, c.M.45, the B.I.A. must request that the City Council pass a designating by-law to approve the B.I.A. , its budget, and its Board of Management.

In 1990, the Jamesville B.I.A. members voted to dissolve their B.I.A. At the time when the Jamesville B.I.A. was dissolved, a net liability of \$4,532.13 existed. According to the subsection 220(16) "Upon repeal of a by-law establishing a board of management, the board ceases to exist and its undertakings, assets and liabilities shall be assumed by the municipality." Therefore, the liability of \$4,532.13 of the Jamesville B.I.A. is the responsibility of the City of Hamilton.

(b) GST – Expense Allowance of Municipal Officers and Local Grant

When GST was initially instituted, certain items, processed through payroll and accounts payable, were not claimed for the municipal rebate. They are:

1. the expense allowance of municipal officers which is exempt under Subsection 81(3) of the Income Tax Act
2. local grant
3. shoe allowance – Fire
4. shoe allowance – School crossing guards, and
5. cleaning allowance – School crossing guards

The reason the rebate was not claimed prior to 1996 was that the excise tax legislation was not clear with respect to the application of GST to the above items. However, the Federation of Canadian Municipalities (FCM) negotiated with the Treasury Board on behalf of the municipalities concerning these items. As a result, Policy P-097 was developed and was circulated by R.J. Mount, Chairman, FCM, by memorandum dated March 22, 1996. Furthermore, the Domestic Rebates Review & Verification Section of the Summerside Tax Centre confirmed the policy circulated by FCM. Based on these confirmations, the City of Hamilton retroactively claimed a 57.14% rebate of the 7% GST from 1992 to 1996 inclusive on these items.

In 1998, the City of Hamilton was audited and reassessed to disallow the City's claim for a rebate on two of the items: the expense allowance of municipal officers and the local grant. It appears that there is an inconsistency between the Treasury Board and the audit division of GST. Nevertheless, the amount is due and payable until such time as it may be reversed due to cases which have gone to court.

(c) Usarco – State of Emergency

City Council, at its meeting of December 14, 1993, approved the payment of costs arising from the emergency cleaning of a chemical spill that occurred at 361 Wellington Street North on September 23, 1993. City Council asked that the charge be processed through the Suspense account, until such time as the costs were recovered either through the Ministry of Environment or the owner of the property. However, the City has not been able to recover the costs to date..

The Law Department has reviewed the account and has advised us that the City of Hamilton has no further recourse for recovery.

CITY OF HAMILTON
- RECOMMENDATION -

2. (f.)

DATE: 1998 November 20

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
General Manager, Finance

SUBJECT: Property/Taxation System

NOV 24 1998

RECOMMENDATION:

That staff be authorized to call for proposals for the acquisition of a new property taxation system for the City of Hamilton.

FINANCIAL IMPLICATIONS:

Allan C. Ross

Present funding available for the property tax project is \$310,000 (CF 4100 259655025)

BACKGROUND:

Recently the Property/Taxation System has undergone major modifications as a result of provincially legislated changes relative to Current Value Assessment. These changes have been onerous and with continuing legislative amendments being made by the Province, extended the related time and effort required of staff well beyond the original time frames.

During 1996 a review of the existing system was undertaken to determine whether it was the appropriate time to replace the software or to enhance the coding so the system function through to the year 2000. At that time it was decided that the most prudent course of action was to commit the resources to make the appropriate changes to address the millennium and to deal with the onslaught of the Current Value Assessment. A recommendation was authorized by City Council at its meeting of November 12, 1996, which set out that:

The City Treasurer to undertake changes to the existing tax system in order to accommodate the millennium; to develop software to manage and implement the Current Value Assessment being proposed by the Provincial Government, and modify the current system in order to automate a number of the tax processes;

In addition to the conditions set out above the work environment within the City of Hamilton and the Region is changing rapidly, and as a result, there is a plan to decommission the mainframe computer in favour of client/server architecture effective January 1, 2000. This will result in a requirement that all legacy systems be replaced by software that runs on a server.

The property/taxation system presently is a mainframe application and as a result we have undertaken research directed to the replacement of the current taxation software. A project group has been established and the following three scenarios were developed and presently are in the process of being investigated:

1. Work in partnership with an outside vendor as a test beta site.
2. Issue a Request for Proposals (RFP) for the replacement of the property/taxation system.
3. Continue with the current system, verifying that it is Y2K compliant.

With regard to item one, contact was made with Peoplesoft (our Financial System provider) as they are presently considering developing a tax billing system. A proposal was put forth which would have the City of Hamilton provide services as a test beta site for Canada. Peoplesoft have, however, indicated that they are not able to commit to the development of a tax system for the Canadian market at this time.

A number of viable tax system products exist in the marketplace today. We propose that we issue an RFP in order to find a suitable vendor to supply a new property/taxation billing system. As the taxation system is a critical system for the billing and collection of the funds necessary to operate the City, a contingency plan is being put in place to determine the implications of making the current system Y2K compliant. To this end we will be reviewing the possibility of temporarily operating the system on alternative Corporate equipment or through a third party should the need arise.

The following tentative plan has been developed to address the impending project.

FINANCE DEPARTMENT TAXATION SYSTEM

REQUEST FOR PROPOSALS

Create Request for Proposals (RFP)
Develop Evaluation Criteria
Develop data test requirements
Issue RFP
RFP Close
Evaluate Proposals Received

November 30, 1998
Through
January 31, 1999

VENDOR DEMONSTRATION OF SYSTEMS

Set up evaluations session (three day sessions)
Evaluate test criteria against system

February 15, 1999
February 28, 1999

CONSULTANTS

Evaluate Necessity for Consultants
Develop Requirements for Consultants
Issue an RFP or RFQ
Evaluate Proposals

March 5, 1999

DEVELOP RECOMMENDATION LETTER TO THE FINANCE & ADMINISTRATION COMMITTEE

Develop Recommendation Letter to Committee
Request Authorization to Negotiate with
Perspective Vendor/Consultant
Council Approval Date
Negotiate Contract with Vendor/Consultant

March 9, 1999

Through
March 31, 1999

LEASE CLIENT/SERVER EQUIPMENT

Develop Hardware Specifications Based
On Software Requirements
Create RFP for Hardware
RFP close date
Evaluate Proposals
Develop Recommendation Letter
to Finance and Administration Committee
Council Approval
Install Hardware

April 30, 1999

INSTALL SOFTWARE

Install software

April 30, 1999

DEVELOP NEW MODULES (If Necessary)

Develop specifications for new modules
Vendor Programs
Test modules

April 15, 1999
Through
September 1, 1999

TRAINING

Review Documentation
Set up Training Session for Implementation

April 1, 1999
April 15, 1999

IMPLEMENTATION

Develop Policy Requirements

May 15, 1999
Through
December 31, 1999

CONVERSION

Develop Data Conversion Requirements (old system)

May 31, 1999

TEST

Develop Test Criteria
Test System (Tax Calculation, Distribution of
of Taxes, Billing Cycles, Tracking, etc.)

May 15, 1999
Through
December 31, 1999

PRODUCTION

Approve System for Production

January 1, 2000

This schedule is viable but tight, and it is important to get underway as soon as possible. Accordingly, a project team will be finalized and the request for proposals will be issued as soon as practicable.

CITY OF HAMILTON

- INFORMATION -

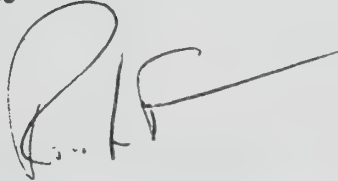
3.

DATE: 1998 November 2

NOV 12 1998

REPORT TO: Susan K. Reeder, Secretary
Finance & Administration Committee

FROM: Ross L. Fair, General Manager
Community Services Division



SUBJECT: Deregulation of the Ontario Electrical Industry

BACKGROUND:

Pursuant to Item 49(e), approved by City Council on Tuesday, 1998 July 7th, the following is the first report on the deregulation of the electricity utility in Ontario.

On November 6, 1997 the Provincial Government released their White Paper on restructuring of the electrical industry in Ontario. The report entitled "Direction for Change – Charting a Course for Competitive Electricity and Jobs in Ontario" outlines in general terms how the government would like to see the industry move to full competition over the next two years.

The White Paper is the Government's response to the report of the Advisory Committee on Competition in Ontario's Electricity System entitled "A Framework for Competition" that was released in June of 1996. The Committee Chaired by the Hon. Donald Macdonald made wide sweeping recommendations to restructure the electrical utility industry in Ontario.

The White Paper outlines the deregulation of the provincial electricity industry. The key aspects of the plan would:

- Create a competitive market for electricity in the year 2000
- Establish an Independent Market Operator, and provide for an interim supply market for replacement power
- Separate monopoly and competitive businesses throughout the electricity sector
- Expand the mandate of the Ontario Energy Board
- Ensure environmental protection
- Encourage cost savings in the local distribution sector
- Establish a level playing field on taxes and regulations
- Restructure Ontario Hydro into new companies with clear business mandates
- Take action to put the new electricity companies on a sound economic and financial footing.

The implementation schedule calls for immediate consultation on the White Paper leading to introduction of legislation in 1998, separation of the existing utilities in 1999, with competition in place by the year 2000.

The implication of the proposals in the White Paper would mean the local utility (Hamilton Hydro) will be broken into a monopoly "wires" business that is regulated by the Ontario Energy Board and a competitive energy business that would respond to market forces. The City of Hamilton and the Regional Municipality of Hamilton-Wentworth will have the choice of electrical energy suppliers in a manner similar to the natural gas industry.

The Market Design Committee, the legislation and the Ontario Energy Board will sort out many of the details and issues not addressed in the White Paper to define how the system will work.

On June 9, 1998 the Minister of Energy, Science and Technology, the Hon. Jim Wilson introduced Bill 35 entitled, An Act to Create Jobs and Protect Consumers by Promoting Low-Cost Energy Through Competition, to Protect the Environment and Provide for Pensions, and to Make Related Changes to Certain Acts. This Act essentially sets the broad framework for the restructuring of the electrical industry setting the stage for changes that are to come.

Subsequent to the introduction of the Act, the second reading took place in late June. Over the course of this past summer the Act was reviewed by Committee and public hearings with the final reading expected during the Fall session of the Ontario Legislature.

On Wednesday, October 28th, Bill 35 was enacted. This Bill represents the first major overhaul of Ontario's electricity sector since 1972 by allowing competition at both the retail and wholesale levels of the electricity market in the year 2000.

A few highlights of the changes are:

- Ontario Hydro will be separated into three distinct companies: a generation company (GENCO), a transmission/distribution company (SERVCO), a financial holding company (to handle stranded debt) (HOLDCO), and an Independent Market Operator (to control the overall electricity market) (IMO).
- The Ontario Energy Board (OEB) will be given expanded powers to control the energy brokers, and the monopoly businesses (transmission and distribution).
- The Municipal Electric Utilities (MEU's) will be structured under the Business Corporation Act and be owned by the municipalities who will own all the shares of these new companies.

- The MEU's must separate their monopoly wires business from the competitive energy business.
- New companies will be able to be "associate employers" to allow employees of former MEU's to remain in the OMERS pension plan.

The Market Design Committee (MDC) which was established by the government continues to meet and draft recommendations on how the market will be structured. The third interim report of the Market Design Committee was presented to the Minister of Energy, Science and Technology, the Hon. Jim Wilson on October 8, 1998. In this report the Committee finalized the framework for the Market Power Mitigation, the development of a pricing framework for Transmission & Distribution, and further consideration of the Default Supply Price. The Committee will continue to meet throughout the rest of the year and will make its final report by the end of 1998.

DISCUSSION:

The City of Hamilton and the Regional Municipality of Hamilton-Wentworth will soon have the opportunity to select its supplier of electrical energy in a competitive market environment. Similar to the deregulated gas industry, one of the objectives of establishing an open competitive market is to ensure that customers begin to see true cost-based prices, so they can respond in economically efficient ways.

In order to respond to the opportunities which will present themselves and to ensure the security and reliability of the City's and Region's electrical supply, staff and financial resources will need to be committed to developing a comprehensive energy profile of all facilities. This profile will form the basis of a Request for Tenders for the supply of electricity. Similar to the deregulation of the natural gas industry in 1985, it is anticipated that the greatest saving opportunities will be realized in the early stages of electrical deregulation.

The Market Design Committee strongly recommended that the government establish effective consumer information programs to explain to customers how the new retail market will operate, and what their options and rights are. These programs should be launched in early 1999. City and Regional staff responsible for managing electrical energy should take full advantage of these programs.

Work in Progress:

It is clear that much work is still to be done in preparation of the deregulation of the electrical industry in Ontario. At the forefront is the completion of a detailed energy profile for all City and Regional facilities. This profile will depict the aggregated energy consumption profile for the entire building stock which will then form the basis for a Request for Tender.

With in excess of 250 facilities, the task of auditing and recording the energy profiles for each are an onerous one. The assistance of an outside consultant specializing in the electrical market will be required to assist. Furthermore, because of the anticipated volatility of the electrical market, the day-to-day function of monitoring the market as well as the consumption of City and Regional facilities is a highly skilled requirement. This too will be contracted out to a consultant specializing in this field.

In the interim, staff will continue to develop the cost estimates for the detailed analysis required to prepare the comprehensive energy profile. In addition, the Terms of Reference that will be used to commission a consultant on the City's & Region's behalf will be prepared. At the appropriate time the necessary recommendations will be brought forward to the applicable Committee(s) for consideration.

RLF/rd

- cc. R. Roszell, Commissioner and Corporate Counsel, Legal Services
- A. Ross, General Manager, Finance
- J. Bruzzese, General Manager, Corporate Services Division
- R. Desnoyers, Manager, Building Operations & Maintenance

Office of the Municipal Clerk
Memorandum

4. (a.)

TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
Municipal Clerk
Office of the Municipal Clerk

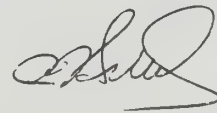
PHONE: (905) 546-2727

DATE: November 25th, 1998

SUBJECT: Referral of correspondence to the Finance
And Administration Committee

Please be advised that City Council at its meeting held Tuesday, November 24th, 1998 were in receipt of correspondence from Mayor Mel Lastman of Metro Toronto respecting the issue of homelessness.

This will confirm that this correspondence was referred by City Council to the Finance and Administration Committee for review.





Mel Lastman
Mayor

November 12, 1998

His Worship Mayor Bob Morrow
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

Metro Hall
55 John Street
Stn. 1070, 7th Floor
Toronto, Ontario
Canada M5V 3C6
Tel: 416-395-6464
Fax: 416-395-6440

Dear Mayor Morrow and Members of Council,

As you may be aware, Toronto City Council took the unprecedented step, on October 28, of declaring "homelessness is a national disaster". We reached the decision by a vote of 53 - 1, after reports showing that all of our 4,200 hostel and shelter beds were full, and nearly 500 more people were at risk.

We quickly enacted measures to provide the needed beds on an emergency basis, but this is only a stop-gap measure, at best. Our latest statistics show that 26,000 people a year use our hostel system and 5,300 of them are homeless children.

This is much more than a national disaster....it *is* a national shame!

There is only so much any city can do. We in Toronto have created extra beds, and have enacted tax incentives to encourage the construction of new rental apartments. We have job creation programs, and we have the *will* to solve the crisis.

We need good housing that is affordable, not more hostels.

However, local governments cannot do it alone. For too long, the senior levels of government have opted out on incentives to encourage construction of new rental housing, decent housing for people at an affordable price.

We have tried writing senior levels. We have forwarded ideas. We have offered help and public-private partnerships. We have proposed a National Summit on the crisis, but so far we have not been successful. So far, Canada's largest cities have been ignored. This is unconscionable and unacceptable.

That is why we are writing you and your colleagues in the City of Hamilton -- to ask you to join in a national collaboration to right this shameful national wrong and to put housing and homelessness back on the Canadian agenda.

Our senior governments can do much: reduce the GST and the PST on rental construction; make mortgages easier for private sector construction on rentals, and changing policies so as to stop discharging people from mental institutions without providing needed care. Many end up in our hostels.

Just as we have at the FCM Big City Mayors' Caucus, we are also asking your city to endorse the following:

- ◆ **That Council endorse the "national disaster" resolution** (see attached). The national FCM Board has asked the Big City Mayor's Caucus to advise them on, and consider strategies for, the homelessness crisis in Canada;
- ◆ **That Council call for immediate Federal action on this front**, including action on the creation of a senior Federal Cabinet committee with a clear mandate, *and* the necessary resources to take action;
- ◆ **That Council endorse the FCM request for a meeting with the Federal Cabinet Committee dealing with housing and homelessness** (once it has been determined, and it is in place) to discuss the options document and an Action Plan.
- ◆ **That Council seek to meet with the appropriate senior Ministers in your area:** we are asking that Council communicate this information to, as well as seek a meeting with, the appropriate senior Federal and Provincial Cabinet representatives with responsibility for your area;
- ◆ **That Council endorse a national Homelessness Issue web site be developed**, as part of the FCM web site, with links to good local sites across the country, and including information on local solutions and best practices for housing. Each city is also being asked to link this new site to their own City page;
- ◆ **That Council designate a senior staff (policy) person for input into a "National Housing Policy Options" Team**, who will develop, within 3 months, a document of real options for national circulation.
- ◆ **That Council ask the FCM to put the critical issue of housing and homelessness on the agenda of a full FCM Plenary Session, at the 62nd Annual Meeting of the FCM (June 4-7, 1999), in Halifax.**

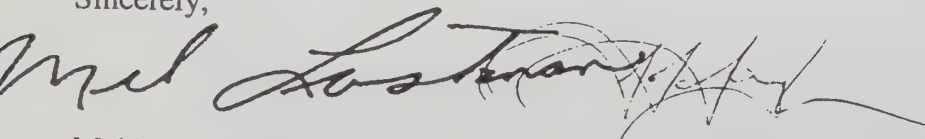
There is no question in our mind that the welfare of many of our most vulnerable citizens is being jeopardized by the withdrawal of our national government from policies that would promote new housing for our lowest income households.

We need the senior levels to join with us in developing innovative new strategies and programs. By sharing these, and working together for change at the senior levels, we can begin to address the homelessness crisis.

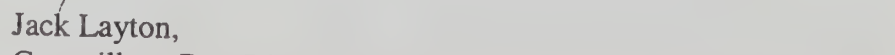
It is our objective to place housing and homelessness back on the national agenda and that hopefully, with the support of FCM and the City of Kitchener, urge the Federal government to declare homelessness a national disaster, and come up with solutions.

We look forward to future collaboration on this important issue.

Sincerely,



Mel Lastman,
Mayor



Jack Layton,
Councillor - Don River, (Chair, City Council Strategy Committee
for People Without Homes),
& Third Vice-President, FCM National Board of Directors

c.c. All Members of Council

Office of the Municipal Clerk

Memorandum

TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
Municipal Clerk
Office of the Municipal Clerk

PHONE: (905) 546-2727

DATE: 1998 November 25

SUBJECT: Referral of Petition to the Finance and
Administration Committee

4. (b.)

Please be advised that City Council at its meeting held Tuesday, November 24th, 1998 was presented with a Petition respecting the new No Smoking By-law.

This will confirm that this Petition was referred to the Finance and Administration Committee for review.



Cc Alderman D. Haining

PETITION

We the undersigned do disagree with the NEW NO SMOKING BY -
AW as it is in contradiction of the past Municipal election in which 66% of
the populace voted against this By - Law being passed. We wish for the rights
of the people to be upheld, **REVOKE** this By - Law now.

PLEASE PRINT CLEARLY

NAME	ADDRESS	PHONE
Robert S. Danforth	63 Gage	5496345
Jim Barros	116 PROUMAST. W.	545-1297
Joe Keef	251 Cochrane Rd.	547-1353
Joe Gurtner	210 MELVIN	312 0779
Wanda	13 ARCADE	547-6845
John P. P. P.	14 GADAM	549-0659
John P. P. P.	64 MURRO	524 2594
John P. P. P.	958 CORNER	388-0528
John P. P. P.	14 BROWN AVE	548-8497
Samuel Luciano	1-198 Delaware Ave	545-4103
Samuel Luciano	1-198 Delaware Ave	545-4103
Mario Sobel	Connaught Ave S	544-3259
Drye	1201 King St.	921-4981
Tony Lemmich	642 Barton St. #2	521 5443
Eric LARRE	275 MELVIN AVE #206	543-1080

GRAFFIX BY PHIL (905) 549-8852

FOR INFO. PLEASE CONTACT JOYCE (905) 549-3963

25 Towercrest Dr #22

385-9974

Peter P. P.

Page 1 of approximately 100 pages

CONSENT AGENDA

FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1998 December 1st

1:30 o'clock p.m.

Room 233, City Hall

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

- (i) Minutes of the meeting held with the Region's Administrative Services Committee on Wednesday, 1998 November 11th
- (ii) Minutes of the regular meeting of the Committee held on Tuesday, 1998 November 17th

B. GENERAL MANAGER, FINANCE

- (i) Temporary Borrowing By-law
- (ii) Authorization to enter into Extension Agreements on Specific Properties for the Payment of Realty Taxes
- (iii) Status of Development Charge Funds

C. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

Information Items

Tuesday, 1998 November 11
1:30 o'clock p.m.
Room 233, City Hall

A Joint Meeting of the City's Finance and Administration Committee and the Region's Finance and Administrative Services Committee was held.

Present:
Alderman D. Wilson, Chairman
Alderman D. O'Sullivan, Vice-Chairman
Alderman D. Haining
Alderman M. Caplan
Alderman A. Horwath
Alderman B. Charters
Alderman B. Kelly
Alderman C. Collins

A. (i)

Regrets: Mayor Robert M. Morrow – City business

Also Present:
D.A. Lychak, City Manager
A. Ross, General Manager, Finance
J. Bruzzese, General Manager, Corporate Services
R. Roszell, City/Regional Solicitor
J. Schatz, Municipal Clerk
R. Fair, General Manager, Community Services
J. Johnston, General Manager, Human Resources
K. Muller, City Manager's Office
B. Goodger, Facilities
M. Watson, Real Estate Division
B. Desnoyers, Building Operations & Maintenance Division
C. Biggs, Municipal Clerk's Office
Susan K. Reeder, Secretary

A G E N D A

3.1 Accommodations Strategy for the City and Region Amalgamated Administration

The Committee was in receipt of a report from the Regional Clerk, dated 1998 October 13, respecting the above noted matter.

The Committee agreed to table Sub-section (b) of the staff recommendation which reads as follows:

- (b) That priority be given to centralizing downtown operations that cannot be accommodated at City Hall where possible, and that the following list of proposed secondary locations, be approved:
 - (i) 74 Hughson Street South
 - (ii) 35 King Street East
 - (iii) 31 King Street East
 - (iv) 77 James Street North

The Committee further agreed to add Sub-section (h) as noted below:

The Committee approved the following amended resolution:

- (a) That Hamilton City Hall be utilized as the "Corporate Headquarters" for the amalgamated administration to:
 - (i) Serve as center of governance for the City and Region; and,
 - (ii) House key staff which support Council; and,
 - (iii) House key customer services; and,

- (b) That remaining Regional leases expiring in 1998 (25 Main Street West and 1 James Street South) be extended on a monthly basis or equivalent to a maximum of one year, from 1998 to 1999; and,
- (c) That Information Systems staff be relocated from 119 King Street West to Hamilton City Hall; and,
- (d) That the feasibility of utilizing City and Regional facilities outside the downtown core be explored for accommodating staff where appropriate for their function; and,
- (e) That space and furniture standards be updated and adopted to provide consistent criteria for accommodations and an effective working environment; and,
- (f) That a preliminary functional space analysis and user needs study be undertaken as soon as possible, in consultation with new General Managers, at a cost not to exceed \$60,000; and,
- (g) That the space analysis and user need study be funded equally between the City and Region from the City's Contingency Reserve (CH00115) and the Regional Productivity Enhancement Reserve (081830); and,
- (h) That the amalgamated administration continue to consider Downtown Revitalization in its criteria for locations, and that staff bring a report back on how to prioritize such locations.

3.2 Purchasing Policy – City/Region

The Committee was in receipt of a report from the City Manager, dated 1998 October 29, respecting the above noted matter.

Representatives from the Hamilton Construction Associations were in attendance and addressed the Committee on their concerns with the proposed purchasing policy.

In this regard, the Committee was in receipt of two letters from the Hamilton Construction Association outlining their concerns.

The Committee agreed that the City Manager would review Sub-section (v) of the Proposed Policy with respect to the concerns of the Hamilton Construction Association and report back to the Committee.

The Committee approved the following:

- (a) That the Purchasing Policy for the City of Hamilton, attached herewith and marked Appendix "A" be approved.

3.3 Business Travel, Seminar and Conference Attendance Policy

The Committee was in receipt of a report from the City Manager, dated 1998 October 29, respecting the above noted matter.

The Committee approved the following:

- (a) That the Business Travel, Seminar and Conference Attendance Policy, attached herewith and marked Appendix "B", be approved; and,
- (b) That the per diem rate for travel be set at \$71 per day for overnight travel; and,


- (c) That staff be required to submit reports to the appropriate Standing Committee of Council following attendance at conferences and conventions on behalf of the Corporation; and,
- (d) That By-law 79-300 – To Authorize Payment of Expenses of Members of Council, Officers, Servants and Other Persons Appointed to a Local Board or Other Body, be rescinded.

4. **ADJOURNMENT**

There being no further business, the meeting then adjourned.

Taken as read and approved,

**ALDERMAN D. WILSON, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE**


Susan K. Reeder
Secretary
1998 November 11

1998 November 24

Appendix "A" referred to in
Section 2 of the TWENTY-
SECOND Report of the Finance
& Administration Committee
for 1998

**CITY/REGION OF HAMILTON WENTWORTH
PURCHASING POLICY # 1
PRINCIPLES**

The Purchasing Policy is guided by the following principles to ensure a minimum standard of performance for Purchasing.

1. Procure the necessary quality and quantity of goods and services in an efficient, timely and cost effective manner, while maintaining the controls necessary for a public institution.
2. Encourage the most open bidding process practicable for the acquisition and disposal of goods and services.
3. Ensure the maximum value of an acquisition is obtained by determining the total cost of performing the intended function over the lifetime of the task. This may include, but not be limited to, acquisition cost, disposal value, disposal cost, training cost, maintenance cost, quality of performance and environmental impact.
4. Procure goods and services with due regard to our commitment to encourage the use of "environmentally friendly" products and services.
5. Follow the guidelines set out in the code of ethics established by the Ontario Public Buyers Association and the City/Region's Code of Conduct by-law.
6. Ensure that maximum value is obtained when disposing of surplus goods.
7. Preference shall be given to local suppliers where all bids offered for consideration are deemed equal.
8. Subject to all applicable City/Region policies and by-laws, any specific provisions of the Municipal Act, or other relevant legislation.

**CITY/REGION OF HAMILTON WENTWORTH
PURCHASING POLICY # 2
RESPONSIBILITIES**

All goods and services are to be acquired in accordance with this policy.

The Purchasing Team as part of the Finance Department will provide support to City/Region staff and act as the City/Region's agents authorized to form contractual agreements with vendors for purchases requiring purchase orders. The Purchasing team will:

- Issue Purchase Orders/Agreements
- Be responsible for the administration of the Purchasing Policies, Guidelines and Procedures
- Maintain records of business transactions as required
- Dispose of all assets as required, including surplus and scrap
- Ensure that all business transactions are conducted ethically and professionally
- Ensure that qualified vendors receive request for Tenders, Proposals, Quotations or prices

General Managers are responsible for:

- Ensuring all purchases are performed in accordance with purchasing policies as defined by the Purchasing Policy Statement and Purchasing Procedures documents.
- Delegating Acquisition Authority to the appropriate levels.
- Ensuring the Manager of Purchasing is informed of and involved in all purchases requiring the involvement of the Purchasing Department.
- Ensuring that corporate standards are adhered to for purchases that fall under Corporate Tenders or Standing Orders. (e.g. computers)

1998 November 24

**CITY/REGION OF HAMILTON WENTWORTH
PURCHASING POLICIES # 3
PROHIBITIONS**

The following activities are prohibited:

1. The division of contracts to avoid the requirements of the Policy.
2. Purchase by the City/Region of any goods or services for personal use by or on behalf of any member of Council appointed officers, employees of the City/Region or their immediate families.
3. Purchase by the City/Region from any member of Council, appointed officers, employees of the City/Region or their immediate families or from any other source that would result in a conflict of interest.
4. The purchase of any City/Region goods by a member of Council, appointed officers, employees of the City/Region or their immediate families.
5. The purchase by bid of any City/Region goods by an employee of the City/Region or their immediate families if that employee.
 - a) works at an auction run by the City/Region for the disposal of goods
 - b) is responsible for declaring goods surplus to the City/Region's needs;
or
 - c) is otherwise involved in the disposal of goods surplus to the City/Region's needs.

The above prohibitions are waived in those circumstances where the items are of minimal value and are used for promotional purposes or are authorized by policy approved by Council.

CITY/REGION OF HAMILTON WENTWORTH
PURCHASING POLICY # 4
SUBJECT: DEFINITIONS

1. **"Acquisition Method"** means the process by which goods or services are procured. The acquisition method applied must correspond with the schedules provided in policy #5.
2. **"Contract"** means a written agreement authorized or ratified by the appropriate authority and executed by the appropriate authority.
3. **"Emergency"** means a situation where serious delay may affect the life and health of the general public, prevention of serious damage, and the restoring of essential service levels to a minimum level.
4. **"Expanded Works"** means approved construction projects in which an unexpected problem arises during construction, which does not expand the scope of the project but is necessary in order to deliver the original approved work.
5. **"Co-ordinated Works"** means co-ordination of Regional Projects with Area Municipality projects in which there is sufficient funds within the approved Capital budget but there is insufficient time to follow the normal approval process.
6. **"Time-Sensitive Works"** means works for which the timing to initiate and /or complete the works is paramount but the time available to follow normal procedures is insufficient.
7. **"Purchase Order"** means a written or verbal offer to procure goods and services or a written acceptance of an offer, made on the City/Region's numbered form, to acquire goods and services.
8. **"Purchase Requisition"** means an internal written or online request to Purchasing to procure goods or services.
9. **"Quotation"** means a written request for bids for the supply of goods or services, from selected sources of supply, not opened in public.

998 November 24

CITY/REGION OF HAMILTON WENTWORTH
PURCHASING POLICY # 4 cont.
SUBJECT: DEFINITIONS

10. **Request for Proposal** means a formal request for details on the supply of goods or the provision of services, which cannot be fully defined or specified at the time of the request.
11. **Sole Source** means there is only one known source of supply of particular goods or services.
12. **Standing Purchase Order** means a Purchase Order which establishes prices or a method for determining prices, terms and conditions and the period of time during which a vendor agrees to provide goods or services to the purchaser upon the purchaser's demand.
13. **Tender** means a formal request for sealed bids for the supply of goods or services in response to an advertised invitation, opened in public.
14. **Local supplier** means a supplier located in the City of Hamilton for purposes of a City of Hamilton purchase and a supplier located in the Region of Hamilton-Wentworth for purposes of a Regional purchase.

**CITY/REGION OF HAMILTON WENTWORTH
PURCHASING POLICY # 5
ACQUISITION AND COMMITMENT AUTHORIZATIONS**

Anyone given Acquisition Authority under this schedule is accountable and responsible to ensure that proper and adequate budget exists and any purchase does not violate any City/Region policy, legal or statutory.

- Council must approve purchases over \$150,000
- City Manager or designate must approve purchases over \$60,000
- General Manager or designate are authorized to approve purchases up to \$60,000

Note: Exceptions to these limits are included on the charts for Emergency, Co-ordinated, Expanded and Time-sensitive purchases.

The General Manager sets the appropriate limits within which their staff can approve acquisitions. Within their authority limit, Directors set the limit for each of their Managers, Supervisors and other appropriate staff members.

NOTE: REFER TO THE FOLLOWING DEFINITIONS WHEN USING THE CHARTS ON THE FOLLOWING PAGES

AUTHORIZATION

1. The authority to approve requests for the acquisition of goods or services.

DOCUMENTATION

2. The documents used to request the acquisition of goods or services.

METHOD

3. The process by which goods or services are acquired.

VENDOR COMMITMENT DOCUMENTATION

4. The documents used to acquire goods services from vendors.

3 November 24

**PURCHASING POLICY #5 cont.
GENERAL PURCHASES**

	>\$5,000 up to \$60,000	>\$60,000 up to \$100,000	>\$100,000 up to \$150,000	> \$150,000
Authorization	GM or designate	City Manager or designate	City Manager or designate	Council
Documentation	Purchase Requisition	Purchase Requisition	Purchase requisition and Report to City Manager	Purchase requisition and Report to Council
Method	Minimum of 3 Written Quotes Requested	Minimum of 3 Written Quotes Requested	Tender	Tender
Vendor documentation	Purchase Order	Purchase Order	Purchase Order and, as appropriate, Contract	Purchase Order and, as appropriate, Contract

Note: General Purchases includes Insurance, Legal, and Arbitration awards

CONSTRUCTION CONTRACTS

	>\$5,000 up to \$60,000	>\$60,000 up to \$100,000	>\$100,000 up to \$150,000	> \$150,000
Authorization	GM or designate	City Manager or designate	City Manager or designate	Council
Documentation	Purchase Requisition	Purchase Requisition	Purchase requisition and Report to City Manager	Purchase requisition and Report to Council
Method	Minimum of 3 Written Quotes Requested	Minimum of 3 Written Quotes Requested	Tender	Tender
Vendor documentation	Purchase Order and/or Contract	Purchase Order and/or Contract	Purchase Order and/ Contract	Purchase Order and Contract

Note: Departments may choose to follow the tender method for acquisitions under \$100,000

PURCHASING POLICY #5 cont.**CONSULTANT CONTRACTS**

	>\$5,000 up to \$60,000	>\$60,000 up to \$100,000	>\$100,000 up to \$150,000	> \$150,000
Authorization	GM or designate	City Manager or designate	City Manager or designate	Council
Documentation	Purchase Requisition	Purchase Requisition and report to City Manager	Purchase requisition and Report to City Manager	Purchase requisition and Report to Council
Method	Minimum of 3 Written Quotes	Minimum of 3 Written Quotes	Request For Proposal	Request For Proposal
Vendor documentation	Purchase Order and Contract	Purchase Order and Contract	Purchase Order and Contract	Purchase Order and Contract

EMERGENCY

	>\$5,000 up to \$60,000	>\$60,000 up to \$100,000	>\$100,000 up to \$150,000	> \$150,000
Authorization	GM or designate	GM or designate	GM or designate	GM or designate
Documentation	Department's Discretion	Subsequent report to City Manager	Subsequent Report to City Manager	Subsequent Report To Council
Method	Negotiation	Negotiation	Negotiation	Negotiation
Vendor documentation	Department's Discretion	Department's Discretion	Department's Discretion	Department's Discretion

November 24

PURCHASING POLICY #5 cont.

CO-ORDINATED AND EXPANDED WORK

	>\$5,000 up to \$60,000	>\$60,000 up to \$100,000	>\$100,000 up to \$150,000	> \$150,000
Authorization	GM or designate	City Manager or designate	City Manager or designate	City Manager and Mayor or Regional Chairman
Documentation	Purchase Requisition	Purchase Requisition and report to City Manager	Purchase requisition and Report to City Manager	Purchase requisition and Report to Council
Method	Negotiation	Negotiation	Negotiation	Negotiation
Vendor documentation	Purchase Order and Contract	Purchase Order and Contract	Purchase Order and Contract	Purchase Order and Contract

TIME-SENSITIVE

	>\$5,000 up to \$60,000	>\$60,000 up to \$100,000	>\$100,000 up to \$150,000	> \$150,000
Authorization	GM or designate	City Manager or designate	City Manager or designate	City Manager and Mayor of Regional Chairman
Documentation	Purchase Requisition	Purchase Requisition and Report to City Manager	Purchase requisition and Report to City Manager	Purchase requisition and Report to Council
Method	Negotiation Quotes where possible	Negotiation Quotes where possible	Negotiation Quotes where possible	Negotiation Quotes where possible
Vendor documentation	Purchase Order and Contract	Purchase Order and Contract	Purchase Order and Contract	Purchase Order and Contract

**CITY/REGION OF HAMILTON WENTWORTH
PURCHASING POLICY # 6
CO-OPERATIVE PURCHASING**

The City/Region will participate with other government agencies or public authorities in cooperative acquisition ventures where it is in the best interest of the taxpayer to do so. The procedures and policies of the agency calling the tender, proposal or quotation will be followed.

Each agency will issue its own contract and is responsible for the remainder of the procurement function (Receiving, inspecting, payment).

1998 November 24

**CITY/REGION OF HAMILTON WENTWORTH
PURCHASING POLICY # 7
RECURRING OR NON-COMPETITIVE EXPENDITURES
SCHEDULE "A"**

Subject to all applicable City/Region policies and procedures, a purchase order is not required:

1. Purchases less than \$5,000
2. Employer's General Expenses
 - a) Payroll Deduction Remittances
 - b) Insurance Premiums/Claims
 - c) Licenses (vehicles, elevators, radios, etc.)
 - d) Debt payments
 - e) Grants and Levies
 - f) Tax Remittances
 - g) Real Property payments including Land, Buildings, Leasehold Interest, Easements, Encroachments and Licenses, or the like.
 - h) Legal Settlements
 - i) Travel Expenses (see note below)
3. Professional and Special Services
 - a) Medical Professional Services
 - b) Community Service Providers (Daycare, Lodging Homes, nursing, Homemakers)
 - c) Appraisers
 - d) Committee Fees
4. Utilities
 - a) Electricity
 - b) Postal Services
 - c) Water
5. Government Bodies
 - a) Revenue Canada
 - b) Minister of Finance
 - c) Area Municipalities

Note: See Travel and Tuition Policies for refundable employee expense.

THE CITY/REGION OF HAMILTON-WENTWORTH BUSINESS TRAVEL, SEMINAR AND CONFERENCE POLICY

This policy applies to the attendance of members of Council and staff at conferences, seminars, and for other business travel deemed to be in the best interests of the Corporation; and to provide for the reimbursement of expenses incurred by those persons authorized to attend.

(1) ATTENDANCE AUTHORIZATION

Conditional upon the availability of funds provided in the current budget.

Council must approve the attendance for any member of Council at any conference, seminar or for other business travel.

Chairman or Mayor must approve the attendance of the City Manager at any conference, seminar or for other business travel that is outside of Canada or the United States.

The City Manager/or designate must approve the attendance of any department head at any conference, seminar or for other business travel.

The City Manager /or designate must approve the attendance of all staff at any conference, seminar or for other travel that is outside of Canada or the United States.

Department heads must approve the attendance of his/her department staff at conferences, seminars, or for other business travel that is within Canada and the United States.

(2) ADVANCE AND EXPENSE REIMBURSEMENT AUTHORIZATION

Subject to the approvals granted under Clause (1) above, City Manager or designate is granted the authority to approve an appropriate advance or to pay directly, expenses incurred for/by department heads where expenses are within this policy.

Subject to the approvals granted under Clause (1) above, department heads/or designate is granted the authority to approve an appropriate advance or to pay directly expenses incurred for/by staff where expenses are within this policy.

1998 November 24

In exceptional circumstances, the City Manager may approve expenses over or outside the limits of this policy.

(3) **REGISTRATION**

- Subject to the approvals granted in Clause (1) above, request for payment of the registration fee for the delegate to attend the conference or meeting is forwarded to the Finance Department. Advance discounts should be realized where possible.
- Copy of course, conference or seminar agenda is required providing information on cost, location, dates and meals.

(4) **TRANSPORTATION**

The most economical and efficient mode of transportation as follows:

- Economy airfare including all applicable taxes, surcharges and cancellation insurance;

NOTE: Upgrades from economy airfare will be acceptable for non North American air travel to no higher than business class in recognition of the travel times involved.

- Train/bus fare when applicable.
- Transfer fees to and from transportation terminals at points of departure and arrival by the most economically feasible method, including parking.
- Car rental, including gas purchases, instead of public transportation may be claimed providing it is more economical or if required under certain circumstances. Authorization as per Clause (2) must be received prior to departure and must be clearly indicated on the Travel Advance Form.
- Where an individual uses his/her own car for business travel, specific business insurance travel coverage must be in place. The current applicable mileage rate for the use of private automobiles on City/Region business will be reimbursed. While operating a private automobile on City/Region business, the individual is responsible for all vehicular costs, for example, repairs, fines, etc. Mileage will be reimbursed from the regular place of work, or from the employee's residence, whichever is less.

- Unless exceptional circumstances apply, the charges for the use of personal automobile shall not exceed the equivalent cost of economy airfare, plus airport parking and transfers.
- Shared transportation is encouraged when appropriate.

(5) **ACCOMODATION**

Reasonable accommodation expenses where overnight accommodation is required is allowable as follows:

- The accommodation chosen should be the most economical and advantageous to the conduct of City/Region business.
- The actual cost of a single room will be allowed provided such cost does not exceed the "Government Rate" when available.
- Receipts are required in support of all such expenses and must show the place, date and number of days or part days and the rate per day for single occupancy.

(6) **PER DIEMS**

A "Per Diem" expense allowance, at a rate approved by Council from time to time, to cover the costs of meals, gratuities, personal telephone charges and all other expenses not covered by Clause (3), (4) and (5), will apply only when overnight accommodation is required. Where some meals are provided, the per diem will be reduced as follows:

Breakfast	\$10.00
Lunch	\$15.00
Dinner	\$25.00

- One per diem is allowed for each official registered full day of the event attended. Additional reasonable expenses incurred while travelling to and from the event will be reimbursed provided receipts are submitted in evidence of the expenses incurred.
- When overnight accommodations is not required, personal meal expenses will be reimbursed based upon submitted receipts to a maximum of the above table.

1998 November 24

- Per diem claims for all approved travel in the United States and abroad will be paid in U.S. dollars to compensate for any additional expenses.
- For non North American travel only, reimbursement in excess of this maximum will be made if the actual expenses are reasonable in the opinion of the department head and proper receipts are submitted for all expenses. Approval of these expenses in excess of maximum per diem rates will be made on an individual basis, subject to their merits and general policy for reimbursement of allowable expenses.
- This policy addresses the maximum that the City/Region will pay for travel, the individual may choose to upgrade at his/her own expense. If paid directly by the City/Region, reimbursement must be received at time of registration. Examples include additional accommodation expenses for an accompanying spouse.
- In accordance to Clause (2) a lesser per diem or reimbursement for expenses for which receipts are submitted up to a maximum of the allowable per diem rate may be approved.

(7) EXTENDED STAYS

At times, and with prior written authorization, special travel savings may be available to the City/Region if the individual travelling stays longer than the duration of the business stay. Although any additional stay will be reimbursed in terms of per diems/accommodation the total travel costs cannot exceed economy travel fare plus minimum per diems/accommodation costs if the length of stay were not extended. Any loss of work days due to this "extended" travel must be charged to the employee's vacation entitlement. Savings must be substantiated by airline quotes, etc.

8. REPORTING

- All expenses claims/reimbursements must be submitted to the Finance Department within 20 days of the event. Reimbursements of advanced funds must be accompanied by a receipt issued by the Finance Department, or a cheque payable to the City of Hamilton or to the Regional Municipality of Hamilton-Wentworth for the full amount owing.
- If an expense claim "actual" is overdue under this policy, the department head will be notified in writing and additional expense claims/advance requests will not be processed until the past due actual has been received.
- A minimum one-page report on any conference, seminar or field trip shall be completed and filed with the final expense claim, with a copy to his or her

immediate supervisor. In the case of a department head, a copy shall be filed with the City Manager.

(9) **ITEMS NOT ALLOWABLE**

Claims for reimbursement will not be allowed for:

- Personal Effects and Services – Claims for loss of personal effects, for medical and hospital treatment, for purchase of trunks, hand luggage, clothing and other personal equipment, or for personal services such as, shoe shines, valet services and other personal expenses.

NOTE: Handling charges for bulky items such as exhibits are permissible provided they are indicated separately on the advance form and pre-approved. Receipts should be obtained where at all possible, however, expenses without receipts will be reimbursed if they were pre-approved and are reasonable (in the opinion of the department head) and equal to or less than the pre-approved amount.

- Long Distance Telephone Calls – Charges for long distance telephone calls unless these calls were made for City/Region business and are properly identified on the hotel bill. Reasonable telephone charges for calls to family at home will be allowed, in consideration of being out-of-town on City/Region business.
- Medical Insurance - City/Region employees are covered under the City/Region's group plan. Extra insurance will not be reimbursed.

Tuesday, 1998 November 17
1:30 o'clock p.m.
Room 233, City Hall

A. (ii)

The Finance and Administration Committee met.

- Present:** Alderman D. Wilson, Chairman
Alderman D. O'Sullivan, Vice-Chairman
Alderman D. Haining
Alderman M. Caplan
Alderman A. Horwath
Alderman B. Charters
Alderman B. Kelly
- Regrets:** Mayor Robert M. Morrow – City business
Alderman C. Collins – City business
- Also Present:** D.A. Lychak, City Manager
A. Ross, General Manager, Finance
J. Bruzzese, General Manager, Corporate Services
M. Mascarenhas, Housing & Loans, Human Services
P. Barkwell, Legal Department
M. Watson, Real Estate Division
J. Johnston, General Manager, Human Resources
N. Catalano, Economic Development Department
B. Janssen, Planning Department
K. Beattie, Treasury Department
Susan K. Reeder, Secretary

AGENDA

1. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda, and approved the following:

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

The Committee was in receipt of the minutes of the regular meeting held on Tuesday, 1998 November 3rd. The Committee approved the minutes as circulated.

B. COMMISSIONER OF PUBLIC WORKS AND TRAFFIC - Replacement of two (2) Wood Chippers, Units 9609, 9611 and One (1) Stump Cutter Unit 9616, Fleet Services

The Committee was in receipt of a report from the Commissioner of Public Works and Traffic dated 1998 November 4, respecting the above noted matter.

The Committee approved the following:

That a purchase order be issued to Allan Fyfe Equipment Ltd., Concord, Ontario in the amount of \$132,353.50 including all applicable taxes for the purchase of two (2) Wood Chippers units 9609 and 9611 and, one (1) Stump Cutter unit 9616 for Fleet Services being the lowest of two tenders received in accordance with specifications issued by Purchasing and Vendor's tender and be financed through the Reserve for Mobile Equipment Account Number CF5532 649851037.

C. **GENERAL MANAGER, FINANCE - Authorization to enter into extension agreements on specific properties for the payment of realty tax arrears**

The Committee was in receipt of a report from the General Manager, Finance dated 1998 November 10, respecting the above noted matter, and approved the following:

- (a) That the City be authorized to enter into an Extension Agreement, if required, in a form satisfactory to the City/Regional Solicitor and the General Manager, Finance pursuant to Section 8 of the Municipal Tax Sales Act, with the owner of property at 760 Knox Avenue to extend the time open for payment of realty tax arrears in accordance with the policy for extension agreements approved by City Council on 1994 June 28; and,
- (b) That the by-law to authorize the said Extension Agreements be enacted by Council; and,
- (c) That the Mayor and Municipal Clerk be authorized to execute the aforesaid by-law and extension agreement.

D. **SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE - Information Items**

The Committee was in receipt of a report from the Secretary of the Finance and Administration Committee dated 1998 November 9, respecting Information Items.

The Committee approved the following:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Correspondence – Larry Staples, Secretary, Hamilton Professional Fire Fighters Association - request that negotiations for 1997, 1998 and 1999 Collective Agreements resume – letter dated 11998 October 30th
- (b) Information Report – General Manager, Community Services Division – Report of the Interest Arbitration between the Corporation of the City of Hamilton and the Hamilton Professional Firefighters Association re: the 1996 Collective Agreement – report dated 1998 October 29th

REGULAR AGENDA

2. **DELEGATION - Presentation – Hamilton Halton Homebuilders Association – re: Hamilton Downtown Partnership**

The Committee was in receipt of correspondence from the Regional Municipality of Hamilton-Wentworth Economic Development Department dated 1998 November 10, respecting the above noted matter.

Nick Catalano, Regional Economic Development Department, was in attendance, along with Adi Rani and Jose Gedeo of the Hamilton Halton Homebuilders Association. They addressed the Committee and outlined the above referenced report. They indicated that in early March of 1999, they plan to come back to the Committee with their budget expenditures.

Some discussion and questions ensued.

3. **HOUSING AND LOANS DIVISION - Hamilton Downtown Partnership**

The Committee was in receipt of a report from the General Manager, Housing and Loans Division, dated 1998 November 6, respecting the above noted matter.

Mr. Mascarenhas indicated that Marlene Coffey, newly hired Downtown Co-Ordinator and Al Peckham, President of the Hamilton Downtown Revitalization Community Corporation were in attendance.

Alderman Charters made references to start-up expenses for the Partnership being charged to the Non-Profit Housing Corporation.

Discussion then ensued on how best to adjust these charges.

The Committee approved the following:

- (a) That the General Manager, Finance be directed to disburse to the Hamilton Downtown Partnership the amount of \$75,000 as allocated in the 1998 Budget as the City's portion towards the Hamilton Downtown Partnership; and,
- (b) That the Region be so advised of the City's resolution in this regard.

The Committee agreed to refer the issue of a proposed policy on how to handle similar situations of advance interim funding to the City Manager for a report back.

4. **MAYOR ROBERT M. MORROW - Request for the City to endorse the resolution of the Nuclear Age Peace Foundation for the Abolition 2000 Global Campaign**

The Committee was in receipt of a resolution, respecting the above noted matter, and agreed to receive and take no action.

5. **CORRESPONDENCE - Town of Flamborough – request for the City to support its resolution requesting the Minister of Finance to immediately freeze the 1998 business education taxes for commercial and industrial properties in Flamborough at the 1997 levels**

The Committee was in receipt of correspondence from the Town of Flamborough dated 1998 November 4, respecting the above noted matter, and agreed to receive and take no action.

6. **GENERAL MANAGER, FINANCE - Annual Reserve and Reserve Fund Report**

The Committee was in receipt of a report from the General Manager, Finance, dated 1998 November 6, respecting the above noted matter.

The Committee approved the following:

- (a) That the annual Reserve and Reserve Funds report (circulated to members of the Finance and Administration Committee, and available from the Committee Secretary upon request) be received; and,
- (b) That the General Manager, Finance be authorized to open an interest bearing reserve fund "Ronald V. Joyce Centre for the Performing Arts at Hamilton Place".

ADDED – GENERAL MANAGER, FINANCE –Commercial/Industrial Tax Billing

The Committee was in receipt of information from the General Manager, Finance, respecting the above noted matter.

Discussion ensued on how to handle the billings and assessments of commercial/industrial tax properties.

Suggestions were made that these businesses be sent a letter to explain their billing and Provincial assessment decisions with a view to encouraging them to budget for the bill when it arrives.

It was also suggested that the letter tell those businesses anticipating a decrease that they will no longer be getting that since the Province has decided to offset the rates by using these decreases to offset general increases. The letter should further advise businesses that if they are anticipating an increase, that that will still occur.

It was also suggested that the letter should encourage these businesses to pay at least half or a portion of their taxes now in order to assist their budgeting.

The Committee approved the following:

- (a) That the 1998 billing of the final instalment of taxation for those properties having assessments, in full or in part, in the commercial or industrial tax classes be further delayed beyond the date of 1998 December 15 as previously approved; and,
- (b) That the Law Department be directed to prepare the required amendments to the current taxation billing by-law(s) for presentation to City Council.

7. GRANTS CO-ORDINATOR - 1999 Grant Applications and Policies

The Committee was in receipt of a report from the Grants Co-ordinator dated 1998 November 12, respecting the above noted matter, and approved the following:

- (a) That the 1999 General and Convention/Reception Grant Applications and Policies be made available to potential applicants with an extended deadline of 1999 January 15 for the General Grant Applications; and,
- (b) That the process for reviewing and approving all 1999 General Grant Applications and the process for the Convention/Reception Grants be considered by a report from the Grants Process Group as soon as possible to the Finance and Administration Committee, said report to include a recommendation as to revised membership of the group; and,
- (c) That the 1999 Grant Applications be advised as to the outcome of this grants process.

8. MUNICIPAL CLERK

- (a) **Amendment to Ground Lease regarding lobby renovation/expansion – Ontario Government Building at 119 King Street West**

The Committee was in receipt of a report from the Municipal Clerk dated 1998 November 9, respecting the above noted matter.

The Committee approved the following:

- (a) That the City of Hamilton enter into a Ground Lease Amendment Agreement with the Province of Ontario for the purpose of revising the demised floor area allocated between the parties on the ground floor of the Ellen Fairclough building, as per the original "as built" drawings referred to in the Ground Lease dated 1976 January 6; and,
- (b) That it be understood and agreed that the Lease Amending Agreement contain the following key terms and conditions:

Key Terms:

- (i) Lessor: Corporation of the City of Hamilton;
Lessee: Province of Ontario (Her Majesty the Queen in the right of Ontario, as represented by the Management Board Secretariat); and,
- (ii) Premises: Part of the ground floor of the Ontario Government building at 119 King Street West, Hamilton;
 - (1) Exclusive use floor space to be leased - 238 square feet; and,
 - (2) Non-exclusive use floor space to be licensed - 600 square feet; and,
- (iii) Use of Premises: The Lessee shall use the premises as part of a public lobby and a storage room ancillary to its office tower; and,
- (iv) Term: Commencing 1999 March 1, expiring on 2069 October 31, to coincide with the remaining term of the Ground Lease. Said seventy (70) year term to be divided into four (4) periods commencing 1999 March 1, 2016 March 1, 2033 March 1, and 2050 March 1, for the purpose of adjusting the market rent of the exclusive use area; and,
- (v) Rent:
 - (1) Exclusive Use space of 238 square feet, a minimum rent of \$5 per square foot per annum plus GST, net of all operating costs including realty taxes, insurance premiums, heating and cooling costs, electricity, repairs, maintenance and janitorial costs, etc., for a total of \$1,190 per annum plus GST, during the first period of the term. The rent during subsequent periods shall be based on the market rent of comparable office space in the downtown area as at the commencement of the rental period; and,
 - (2) Non-Exclusive Use space of 600 square feet (area of shared use lobby), a rent of \$2 for the entire term, plus all operating expenses including janitorial and maintenance costs, with the sole exception of the cost of heating, cooling and electricity supplied by the City's Central Utilities Plant; and,

- (vi) Insurance: The Lessee is to maintain in force throughout the term a comprehensive general liability insurance policy (with the Lessor as additional insured) to an inclusive limit of not less than \$5,000,000; and,
- (vii) Indemnity: The Lessee is to indemnify and save harmless the Lessor from and against all actions, claims, etc. that the Lessor may bear by reason of any personal injury, death or damage to property suffered by any person or property that arises out of the use or occupation of the demised premises by the Lessee or any member of the public or by reason of any negligence on the part of the Lessee, save and except for the use of the non-exclusive area of the lobby outside of normal business hours (8:00 a.m. to 6:00 p.m. Monday to Friday); and,
- (viii) Termination: The Lease, as it relates to the revisions to the demised floor area as set out in the Lease Amending Agreement, may be terminated in whole or in part, upon six (6) months written notice to the other party by either the Lessee or the Lessor, after the first five (5) years of the term have elapsed, provided the Lessee restores the premises to the physical layout and condition it was in before the commencement of the tenant improvements and the Lease Amending Agreement or to an alternate state if deemed acceptable, to the satisfaction of the City (including the Director of Operations for the Hamilton Convention Centre and the Building Commissioner); and,
- (ix) Assignment: The Lessee shall not assign or sublet the Lease Amending Agreement or otherwise encumber the premises without the prior written consent of the Landlord; and,

Conditions:

- (x) That the proposed Lease Amending Agreement shall be subject to the approval of the Province and to the satisfaction of the Manager of the Real Estate Division for the City in conjunction with City/Regional Solicitor in accordance with the key terms and conditions noted herein. Should it be required in order to process a building permit, City staff will execute permit applications as owner. However, such execution of applications shall not fetter the discretion of the Building Commissioner in determining whether such permit shall be issued; and,
- (xi) That all proposed tenant improvements to expand and renovate the premises shall receive the prior approvals of the Lessor as required, including the City of Hamilton Building Commissioner and the Director of Operations for the Convention Centre; and,
- (xii) It is understood and agreed that an Authority to Enter upon the premises be granted to the Province to initiate tenant improvements, however, should the Province not subsequently execute the proposed Lease Amending Agreement, the premises shall be restored to its original condition by the Lessee; and,

- (c) That an Authority to Enter the premises for the purpose of undertaking renovations (proposed tenant improvements) prior to the execution and commencement of the Lease Amending Agreement be approved; and,
- (d) That the Mayor and Municipal Clerk be authorized and directed to execute the Authority to Enter and the Lease Amending Agreement in a form satisfactory to Corporate Counsel.

(b) **Freedom of Information and Privacy Co-Ordinator**

The Committee was in receipt of a report from the Municipal Clerk dated 1998 November 11, respecting the above noted matter, and approved the following:

That Mr. J. J. Schatz, Municipal Clerk or his designate be appointed Freedom of Information and Privacy Co-ordinator for the City of Hamilton.

9. **H.E.C.F.I. BOARD OF DIRECTORS - Hamilton Convention Centre – Renovations to/expansion of the Ellen Fairclough Building Lobby**

The Committee was in receipt of a report from the Secretary of the H.E.C.F.I. Board of Directors dated 1998 October 5, respecting the above noted matter, and received this correspondence

10. **IN CAMERA AGENDA**

The Committee then moved to an In Camera session to discuss matters of a Private and Confidential nature.

The Committee then moved back into regular session and approved the following:

AA. **SOLICITOR – City of Hamilton -ats- Honsberger; Ontario Court (General Division) Action #C14260/94**

- (a) That the City decline to accept the Plaintiffs' Offer to Settle Ontario Court (General Division) Action # C14260/94 by the payment to the Plaintiffs, Phyllis Honsberger and Gaye-Ann Pracsovics of the amount of \$16,312.90 plus pre-judgment interest plus costs; and,
- (b) That the City make a formal Offer to Settle Ontario Court (General Division) Action # C14260/94 in the following terms:
 - (i) That the City will pay to the Plaintiffs' Phyllis Honsberger and Gaye-Ann Pracsovics the sum of \$3,500 inclusive of all claims for damages, interest and costs; and,
 - (ii) That the Plaintiffs' will execute a Full and Final Release in a form satisfactory to the City/Regional Solicitor; and,
 - (iii) That Ontario Court (General Division) Action # C14260/94 shall be dismissed; and,
 - (iv) That if this Offer to Settle is accepted before the commencement of Examinations for Discovery of either the Plaintiffs' or a witness on behalf of the City, there shall be no Order as to costs; and,
 - (v) That if this Offer to Settle is accepted after the commencement of Examinations for Discovery of either the Plaintiffs' or a witness on behalf of the City, the City shall be entitled to its Party/Party costs of this action to be agreed or assessed; and,

- (vi) That this Offer remains open for acceptance until the commencement of Trial, or until withdrawn whichever first occurs.

BB. CORPORATE COUNSEL AND COMMISSIONER OF PUBLIC WORKS AND TRAFFIC

(i) City of Hamilton -ats- Newell; Ontario Court (General Division) Action #7017/94

- (a) That the City resolve Ontario Court (General Division) Action # 7017/94 by the payment to the Plaintiffs Daisy, and Martin Newell and Catherine Mort the sum of \$10,000 inclusive of damages, interest and costs; and,
- (b) That the Plaintiffs be required to execute a Full and Final Release in a form satisfactory to the City/Regional Solicitor; and,
- (c) That Ontario Court (General Division) Action # 7017/94 be dismissed without costs.

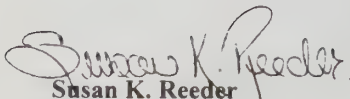
(ii) City of Hamilton -ats- McElmon; Ontario Court (General Division) Action #2987/93

- (a) That the City resolve Ontario Court (General Division) Action # 2987/93 by the payment to the Plaintiff, Reita McElmon, of the sum of \$17,693.43 inclusive of all claims for damages, interest and costs; and,
- (b) That the Plaintiff be required to execute a Full and Final Release in a form satisfactory to the City/Regional Solicitor; and,
- (c) That Ontario Court (General Division) Action # 2987/93 be dismissed, on consent, without costs.

12. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,


Susan K. Reeder
Secretary
1998 November 17

**ALDERMAN D. WILSON, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE**

CITY OF HAMILTON
- RECOMMENDATION -

B. (i)

DATE: 1998 November 17

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
General Manager, Finance

SUBJECT: Temporary Borrowing By-law

RECOMMENDATION:

- (a) That the City be authorized to temporarily borrow monies to meet current budget expenditures for 1999 pending receipt of current revenues; and
- (b) That the appropriate borrowing by-law be approved.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See below.

BACKGROUND:

Section 187(1) of the Municipal Act, R.S.O. 1990, as amended provides that;

"A council may by by-law either before or after the passing of the by-law for imposing the rates for the current year authorize the head and treasurer to borrow from time to time by way of promissory note or banker's acceptance such sums as the council considers necessary to meet, until the taxes are collected and other revenues are received, the current expenditures of the corporation for the year, including the amounts required for sinking fund, principal and interest falling due within the year upon any debt of the corporation, school purposes, special rates purposes, and for any board, commission or body and other purposes for which the corporation is required by law to provide."

During the course of conducting City business, it is necessary from time to time to overdraw bank accounts to pay for approved amounts since the City funds are fully invested and there may be a delay in the receipt of taxation and other current revenues. It is sometimes more economical to borrow monies to pay off these accounts than to cash short term investments at a lower rate of return.

In accordance with the Municipal Act, the City annually passes a by-law to provide for the temporary borrowing of monies to provide financing when insufficient funds are available to meet current expenditures due to the timing of the cash flows. The attached draft proposed by-law is required to maintain authorization of a temporary borrowing facility with the City's bank.

Section 187(2) of the Municipal Act sets limits on the amounts that may be borrowed at any one time pursuant to section 187(1). These limits were amended by Bill 165, which received Royal Assent on 25 June 1992. The attached draft by-law recognizes these revised limits.

TWD:jc

c.c. R. Roszell, Corporate Counsel

The Corporation of the City of Hamilton

BY-LAW NO. 99-

To Authorize the Temporary Borrowing of Monies to Meet Current Expenditures Pending Receipt of Current Revenues.

WHEREAS section 187(1) of the Municipal Act, R.S.O. 1990, as amended, provides as follows:

"A council may by by-law either before or after the passing of the by-law for imposing the rates for the current year authorize the head and treasurer to borrow from time to time by way of promissory note or banker's acceptance such sums as the council considers necessary to meet, until the taxes are collected and other revenues are received, the current expenditures of the corporation for the year, including the amounts required for sinking funds,, principal and interest falling due within the year upon any debt of the corporation, school purposes, special rates purposes, and for any board, commission or body and other purposes for which the corporation is required by law to provide";

AND WHEREAS Section 187(2) of the said Act, as amended by the Municipal Statute Law Amendment Act, S.O. 1992, c. 15 provides as follows:

"The amount that may be borrowed at any one time for the purposes mentioned in subsection (1), together with the total of any similar borrowings that have not been repaid, shall not, except with the approval of the Ontario Municipal Board, exceed from January 1st to September 30th of the year, 50 percent of the total, and from October 1st to December 31st, 25% of the total of the estimated revenues of the corporation as set forth in the estimates adopted for the year";

AND WHEREAS the Council of the Corporation of the City of Hamilton (hereinafter called the "Municipality") in adopting Item of the Report of the Finance and Administration Committee on December 1998 authorized the temporary borrowing of monies to meet current budget expenditures for the year 1999 pending receipt of current revenues;

NOW THEREFORE the Council of The Corporation of the City of Hamilton hereby enacts as follows:

1. (1) The Mayor and Treasurer are hereby authorized on behalf of the Corporation of the City of Hamilton to borrow from time to time by way of promissory note from the **CANADIAN IMPERIAL BANK OF COMMERCE** a sum or sums of monies not exceeding at any one time the amounts specified in subsection (2) to pay off temporary bank overdrafts for the current expenditures of the Corporation for the year 1999 and to give to the Bank on behalf of the Corporation a promissory note or notes, sealed with the Corporate Seal and signed by the Mayor and Treasurer, for the monies so borrowed, together with interest at such rate as may be agreed upon from time to time with the Bank.

(2) The amount of monies that may be borrowed at any one time for the purposes of subsection (1), together with the total of any similar borrowings that have not been repaid, shall not, except with the approval of the Ontario Municipal Board, exceed from January 1st to September 30th of the year, 50 percent of the total, and from October 1st to December 31st, 25% of the total of the estimated revenues of the corporation as set forth in the estimates adopted for the year.

2. (1) Until estimates of revenue of the Corporation for the 1999 year are adopted, borrowing shall be limited to the estimated revenues of the Corporation as set forth in estimates adopted for the next preceding year.

(2) The total estimated revenues of the Corporation, including the amounts levied for Region and Education purposes, adopted for the year 1998 are Five Hundred and Forty Million, Seven Hundred and Twenty Nine Thousand and Two Hundred and Ninety Dollars (\$540,729,290.00).
3. All sums borrowed pursuant to the authority of this by-law, together with any and all similar borrowings in the current year and in previous years that have not been repaid shall, together with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for all preceding years, as and when such revenues are collected or received.
4. The Treasurer shall, and is hereby authorized and directed to, apply in payment of all sums borrowed pursuant to this by-law, together with interest thereon, all of the monies thereafter collected or received for the current and preceding years, either on account or realized in respect of taxes levied for the current year and preceding years or from any other sources which may lawfully be applied for such purpose.
5. By-law 98-31 is repealed.
6. This by-law shall come into force and effect on the 1st day of January, 1999, and shall remain in force and effect until December 31, 1999.

PASSED this

day of

A.D., 1998.

MUNICIPAL CLERK

MAYOR

CITY OF HAMILTON
- RECOMMENDATION -

B. (ii)

DATE: 1998 November 19

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
General Manager, Finance

SUBJECT: Authorization to enter into extension agreements on
specific properties for the payment of realty tax arrears

RECOMMENDATION:

- (a) That the City be authorized to enter into Extension Agreements, if required, in a form satisfactory to the Corporate Counsel and the General Manager, Finance pursuant to Section 8 of the Municipal Tax Sales Act, with the owners of property at
- (i) 98 West Ave. N.
 - (ii) 39 Rutherford Ave.
- to extend the time open for payment of realty tax arrears in accordance with the policy for extension agreements approved by City Council on June 28, 1994; and,
- (b) That the attached by-law to authorize the said Extension Agreements be enacted by Council.
- (c) That the Mayor and Municipal Clerk be authorized to execute the aforesaid by-law and extension agreements.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The execution of the by-law and agreements, where required, will defer the City's right to sell the lands for tax arrears for a maximum period of 24 months; however, the City will be in receipt of regular monthly payments towards current and prior years arrears over the term of the agreements.

BACKGROUND:

Section 8 of the Municipal Tax Sales Act provides that the municipality, by a by-law passed after the registration of the tax arrears certificate and before the expiry of the one-year period for redemption, may authorize an extension agreement with the owner of the land extending the period in which the cancellation price is to be paid. On June 28, 1994, in accordance with this legislation, Council approved a policy authorizing the City to enter into extension agreements with taxpayers providing certain conditions were met.

The owner of a property which has been registered for tax arrears may request the City to consider an extension agreement at any time up to and including the final day on which the redemption period expires. Administratively, there may not be sufficient time to obtain the necessary Council approval of the by-law prior to this deadline. Accordingly, staff are requesting advance authorization for the City to enter into extension agreements, if necessary, with the owners of the above specific properties providing they meet the conditions outlined in the policy adopted by Council on June 28, 1994.

In certain instances when all of the conditions in the extension agreement policy are not met the General Manager, Finance should be allowed the latitude to recommend an extension agreement be entered into if it is deemed to be in the best financial interest of the municipality. Under these circumstances a separate report would be provided to the Committee for deliberation and approval.

During the initial months of this repayment option it has been ascertained that operational time constraints, e.g. writing of reports, council approvals, make it necessary to have the authorization to enter into these extension agreements pre-approved. Accordingly, in the month that the legislated final notices for the tax registration process are mailed out (280 days from the registration date), a listing of all those properties for which the owners may wish to enter into an extension agreement will be forwarded to Committee and Council for approval. Owners who show an interest in entering into an extension agreement with the City prior to the mailing of the final notices, will be added to the monthly reports required.

/WDD

THE CORPORATION OF THE CITY OF HAMILTON

BY-LAW NO.98-

TO AUTHORIZE AN EXTENSION AGREEMENT

FOR PAYMENT OF REALTY TAX ARREARS

WHEREAS the Municipal Tax Sales Act, R.S.O. 1990, c.M.60, (hereinafter referred to as the "Act"), states that the Council of a municipality may, by by-law, authorize an Extension Agreement with the owner of land in arrears of realty taxes in excess of three (3) years after the registration of a Tax Arrears Certificate and before the expiry of the one year redemption period;

AND WHEREAS the Municipal Tax Sales Act (section 8) states that the said Extension Agreement may extend the period of time, upon the terms specified therein, within which the Cancellation Price is to be paid;

AND WHEREAS, pursuant to the Municipal Tax Sales Act, the Treasurer did register a Tax Arrears Certificate indicating arrears of realty taxes in excess of three (3) years on the lands described in Schedule "A" annexed hereto,

AND WHEREAS, the said land is recorded by The Corporation of the City of Hamilton under the specific Tax Roll Serial Nos. indicated in Schedule "A" annexed hereto.

AND WHEREAS, The Owners of the lands described in Schedule "A" have requested that the City exercise its discretion to pass a bylaw to authorize an Extension Agreement to extend the period of time in which the Cancellation Price may be paid.

AND WHEREAS the one year period within which this by-law may be enacted will therefore expire on the days described as the redemption date of Schedule "A" attached hereto.

NOW THEREFORE the Council of the Corporation of the City of Hamilton enacts as follows:

1. (a) The time open for acceptance and the permitted payments of the Cancellation Price beyond the expiry of the said one year redemption period as set out in Schedule "A" are hereby authorized to be extended pursuant to an Extension Agreement.

(b) The owner of the land described in Schedule "A" may, on or before the redemption date, enter into the Extension Agreement with The Corporation of the City of Hamilton, and the Mayor and Municipal Clerk are hereby authorized to execute the Extension Agreement on behalf of the City.
2. As provided in the Municipal Tax Sales Act, notwithstanding any other provision of this Extension Agreement, it is understood and agreed that while the Extension Agreement remains a subsisting agreement in good standing:

(a) that the Extension Agreement does not reduce the amount of the Cancellation Price.

(b) that the Extension Agreement does not prohibit any person from paying the Cancellation Price at any time.

(c) that any person may pay the Cancellation Price at any time.

(d) that the Extension Agreement terminates upon payment of the Cancellation Price by any person.

(e) that the Extension Agreement shall cease to be considered a subsisting Extension Agreement for purposes of section 9(2) of the Act, when and under what conditions set out in the Extension Agreement.

3. As also provided in the Municipal Tax Sales Act,

(a) while such Extension Agreement is in good standing, the period of such time shall not be counted in calculating the time within which the Cancellation Price may be paid.

(b) upon default by owner in complying with the Extension Agreement or any term thereof, the Extension Agreement shall cease and, (unless there remains time within which the Cancellation Price may be paid and is paid), the land shall be offered for sale by the Treasurer.

PASSED this 8th day of December 1998, A.D.,

MUNICIPAL CLERK

MAYOR

SCHEDULE "A"
EXTENSION AGREEMENTS

1) PROPERTY ADDRESS	98 WEST AVE. N.
SERIAL NUMBER	03 02125 2110
REDEMPTION DATE	SEPTEMBER 29, 1999
2) PROPERTY ADDRESS	39 RUTHERFORD AVE.
SERIAL NUMBER	03 02420 0580
REDEMPTION DATE	SEPTEMBER 15, 1999

CITY OF HAMILTON
- RECOMMENDATION -

B. (iii)

DATE: 1998 November 20

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
General Manager, Finance

SUBJECT: Status of Development Charge Funds

RECOMMENDATION:

That the attached analysis of the transactions of the City's development charges reserve for the year 1997 be received.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Section 43 of Bill 98, "The Development Charges Act, 1997" requires the Treasurer to submit a statement of the City's development charges reserve each year on or before such date as directed by Council.

In previous years, this statement had been submitted by the Treasurer prior to June 30th of the following year in accordance with the date established by Council resolution. This report has been delayed in 1998 due to the priorities placed on implementing changes resulting from current value assessment, provincial downloading, etc..

Accordingly, attached is a summary analysis of the activities in this reserve for the year 1997.

Development Charge Reserve Fund
Statement of Continuity
Period January 01, 1997 to December 31, 1997

	Total	Indoor Recreation	Outdoor Recreation	Library Buildings & Materials	Traffic Signals	Parkland Acquisition	Vehicles & Equipment	Studies	Engineering (area specific)	Storm Water Retention	Fire Stations
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance as at Jan 01, 1997	5,189,508	1,634,628	1,232,478	918,557	(14,899)	166,484	43,500	871	444,089	(52,499)	816,299
Development charges received or receivable	1,115,655	260,760	326,677	126,660	8,626	206,741	54,020	1,082	131,089	0	0
Development charges refunded	(6,335)	(1,481)	(1,855)	(719)	(49)	(1,174)	(307)	(6)	(744)	0	0
Interest earned	184,066	51,354	48,458	34,711	(840)	7,047	3,231	65	19,090	(1,745)	22,695
Transferred to:											
Capital Fund	(160,000)	0	0	0	0	(160,000)	0	0	0	0	0
Amounts allocated:											
Reduction of current debentures	(600,000)	(348,569)	(99,116)	0	(18,946)	0	0	0	0	0	(133,369)
Balance as at December 31, 1997	5,722,894	1,596,692	1,506,642	1,079,209	(26,108)	219,098	100,444	2,012	593,524	(54,244)	705,625

C.

CITY OF HAMILTON
-RECOMMENDATION-

DATE:

REPORT TO: Alderman D. Wilson, Chairman & Members,
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary,
Finance and Administration Committee

SUBJECT: Information Items

RECOMMENDATION:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Correspondence – Marnie Paikin, Co-Chair, 1996 Grey Cup Hamilton – update on outstanding issues – letter dated 1998 November 9th
- (b) CFIB Political Action Fax – Don Grojiano, The Walter Smith Co. – property taxes – fax dated 1998 November 12th
- (c) Correspondence – letter from the Building and Construction Trades Council of Ontario to the Minister of Education and Training respecting Bill 55 – letter dated 1998 October 30th

Susan K. Reeder.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The above-noted documents have been sent out to members of the Committee and the applicable staff for information purposes, and are being formally presented to the Committee in order to be officially received. Approval of this recommendation to receive these documents will ensure that the circulation procedure followed for these matters is recorded.

CAY ON HBL A05
C 51 F31
1998

JOINT MEETING OF THE
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
AND
FINANCE AND ADMINISTRATION COMMITTEE

AGENDA

URBAN MUNICIPAL

DATE: Tuesday, December 15, 1998

DEC 16 1998

TIME: 2:00 p.m.

PLACE: Room 233
Hamilton City Hall

GOVERNMENT DOCUMENTS

1. GENERAL

- a) Declarations of Interest re: Municipal Conflict of Interest Act

2. CONSENT AGENDA

N/A.

3. DISCUSSION AGENDA

3.1 Budget Process and Timing

3.2 Proposed Communication Function (CM98011)

- a) That a Manager of Corporate Communications be established immediately, with its reporting relationship being directed to the General Manager, Corporate Services;
- b) That the Manager of Corporate Communications be responsible for co-ordinating all general communications;
- c) That the Manager of Corporate Communications be authorized and directed to prepare a communications plan for the merged Corporation of the City of Hamilton and Regional Municipality of Hamilton-Wentworth;

*
FOR COMPLETE AGENDA: SEE FINANCE & ADMINISTRATIVE
SERVICES COMMITTEE CA3 ON HW A05 1
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